

rchives  
52.07  
096  
986

9

8

6



# DURHAM ANNUAL REPORT

University of New Hampshire  
Library

COVER PICTURES:

FRONT: "Yesterday" Original by Patricia Winn, 1919 - 1987

The Selectmen extend their thanks to Alden Winn  
for making this scene of Main Street available  
for the Town Report.

BACK: Data General's new facility on Technology Drive.  
Bob Bradley, photographer.

# TABLE OF CONTENTS

	<u>Page No.</u>
TOWN ORGANIZATION	
Officers and Committees	3
Valuation	57
Tax Rate	57
Durham Data	61
Property Owned by the Town	61
Town Meeting Minutes, 1986	101
INSERT	
1987 Town Meeting Warrant	
1987 Budget	
Water Operating Budget - 1987	
Sewer Maintenance Budget - 1987	
Proposed Charter for the Town of Durham	
REPORTS	
1986 Audit	13
1986 Management Letter	39
1984-85 Management Letter	43
Budget Committee	9
Building Inspector/Code Enforcement Officer	85
Charter Commission	10
Communications Center	76
Conservation Commission	89
Durham Ambulance Corps	95
Durham Public Library, Children's Department	97
Durham Public Library	98
Federal Revenue Sharing	56
Fire Commissioners	75
Fire Department	72
Forest Fire Warden & State Forest Ranger	74
Health Officer	88
Highway Department	78
Historic District Commission	87
Information Sheet	113
Lamprey Health Care	91
Lamprey Regional Solid Waste Cooperative	83
Parks & Recreation Committee	90
Planning Board	77
Police Department	63
Probation Officer	66
Public Works Advisory Committee	79
Recreational Facilities	61
Report of Trust Funds	58
Selectmen's Report	7
Sewer Policy Committee	82
1971 Grease Handling Facilities Project	82
Squamscott Home Health	93
Statement of Long Term Indebtedness	54



	Page No.
Strafford Regional Planning Commission	60
Swans	94
Town Clerk/Tax Collector	99
Town Treasurer	50
Tree Warden	90
Trustee of Trust Funds & Cemetery Committee	59
Vital Statistics	67
Water Policy Committee	80
1975 Water Tower Construction Bond Issue	81
Welfare Officer - General Assistance Report	12



Police Department Detective Patrolman Paul McGann and Chief Paul Gowen present a plaque to Judith Johnson, retiring Clerk of Court for the Durham District Court. Officer McGann made the presentation on behalf of the Durham Police Officers' Association.



## TOWN OFFICERS AND COMMITTEES

	Expiration of Term
SELECTMEN (3 Years)	
Patricia L. Fisk (Mrs. Lennard)	1987
Owen B. Durgin	1987
Norman W. Stiles	1988
Mary S. Campbell (Mrs. John)	1988
Shirley A. Thompson (Mrs. Murell)	1989
MODERATOR	
Ronald Willoughby	1988
TOWN BUSINESS MANAGER	
Hunter F. Rieseberg	
TOWN CLERK/TAX COLLECTOR (3 Years)	
Linda L. Ekdahl	1987
Helen B. Mitchell (Deputy)	
TOWN TREASURER	
J. Jerrold Jackson (appointed to fill unexpired term due to the death of David C. Ninde)	1987
HEALTH OFFICER (3 Years - State Appoints)	
Dr. Richard Blakemore	1989
WELFARE OFFICER	
Hunter F. Rieseberg	
SUPERVISORS OF THE CHECKLIST (6 Years)	
William Prince, Chairman	1988
Joan W. Weeks	1990
Elisabeth Maurice	1992
TRUSTEES OF TRUST FUNDS (3 Years)	
Frederick C. Ober, Treasurer	1987
Malcom Sandberg, Clerk	1988
Herbert W. Jackson, Chairman	1989
REPRESENTATIVES TO THE GENERAL COURT (2 Years) (District No. 4)	
Francis Robinson	
James C. Chamberlin	
Charles H. Dingle	
W. Kent Martling	
Robert F. Wilson	
Janet G. Wall	







WATER POLICY COMMITTEE

Norman W. Stiles, Chairman (Rep. Selectmen)  
Owen B. Durgin (Rep. Selectmen)  
Patricia Fisk (Rep. Selectmen)  
Patrick Miller (Rep. University of New Hampshire)

SEWER POLICY COMMITTEE

Herbert W. Jackson  
Don L. Thompson  
Patrick Miller (Rep. University of New Hampshire)  
Paul Bishop (Rep. UNH - on leave)  
O. B. Durgin, Chairman (Rep. Selectmen)  
Mary Campbell (Rep. Selectmen)

1988  
1988

JOINT TOWN/UNIVERSITY ADVISORY COMMITTEE

Town:

Patricia L. Fisk  
Owen B. Durgin  
Norman W. Stiles  
Mary S. Campbell  
Shirley A. Thompson  
Police Chief Paul Gowen  
Public Works Director David Walker

University:

Lennard Fisk  
J. Gregg Sanborn  
Patrick Miller  
David Flanders  
Stephanie Thomas  
Felix DeVito  
Student Representative Jay Ablondi

At Large:

Fire Chief Robert Wood  
Theodore Finnegan, Chairman, Board of Fire Commissioners

BUILDING INSPECTOR/CODE ENFORCEMENT OFFICER

Thomas Perry

CEMETERY COMMITTEE

Board of Selectmen  
Trustees of Trust Funds

TREE WARDEN

Michael Lynch

DOG OFFICER

Marc Labrie

KEEPERS OF THE SWANS

Lorus & Margery Milne

KEEPER OF THE POUND

L. Franklin Heald

## SELECTMEN'S REPORT

During the past year, the attention of the Board of Selectmen has been directed towards activities intended to improve the quality of services provided by the Town. The increasing growth evident not only in Durham, but throughout the Southern tier of New Hampshire, has put extreme pressure on towns' abilities to meet the public's expectations for municipal services. Your Board of Selectmen has focused on improving our handling of a broad spectrum of municipal problems.

The reconstruction of the Town's 1984 and 1985 accounts was completed with the submission of the audit reports in late November-1986. Those reports are available for review in the Town Office. While the auditor's Management Letter did indicate that problems had existed in several areas, it also clearly indicated that there was no evidence of malfeasance or misappropriation of funds.

The audit of the 1986 accounts has been completed. That report is presented in another section of this Town Report. The 1986 year ended with the Town on firm fiscal ground.

The computer problems which led to the collapse of the accounting system are resolved. The Town's books are currently being manually maintained. This year's budget request includes purchase of software which has been tested by the auditor and for which State approval is forthcoming. Before re-instituting the use of computer accounting, all necessary steps will be taken to insure its appropriate application. Specific attention will be paid to the development of audit trails.

Demands on the water and sewer services continue to expand. The Memorandum of Agreement with the Town of Lee for the operation of the Durham Well has been approved and we will bring on line the new town well, thereby providing an additional source of quality drinking water for Durham. The Board of Selectmen foresees a need for an improved management system for our water supply and has begun discussions of the development of a water district. It is unreasonable to attempt to maintain two sources of supply, one under our control and one under the University's, within the same service area.

Several years ago the Town acquired property at the site of the Wiswall Dam. Two years ago the Town filed application for licensing to develop the hydroelectric potential of the site. A private developer has also filed an application for such a license. The Federal Energy Regulatory Commission is reviewing those applications and will make final determination of the licensee. The Town's need for electricity will increase dramatically at the Wastewater Treatment Plant as the demands on that plant increase. The Wiswall Dam site could provide the Town with a potential source of power at a competitive rate if the Town's application is successful.







## THE DURHAM CHARTER COMMISSION

At the 255th Durham Town Meeting on March 11, 1986 the residents voted (503 in favor- 131 against) "to establish a Charter Commission for the purpose of creating a municipal Charter" and elected six members to that Commission. Shortly thereafter the Board of Selectmen made three appointments, bringing the Commission to a full complement of nine. Since that election the Commission has worked to determine what, if any, changes would best handle increasingly complex governmental affairs while protecting the character of the Town in an era of change.

Commission members brought credentials of extensive experience in municipal affairs. This background made possible clear-cut decisions on the suitability of different governmental options for Durham. However, a diversity of views among Commission members made certain that ideas were accepted only after careful deliberation.

The task of the Charter Commission was divided into four main activities:

- Listening to the comments of residents expressed at public hearings, in personal conversation, and in letters to the Commission.
- Determining the governmental needs of the town.
- Study of selected municipal charters, assessing their strong points and weaknesses, and holding interviews with officials experienced with forms of government which might be appropriate for the Town of Durham.
- Debating the alternatives and writing a Charter.

From the start, Commission members felt that the residents of Durham had little interest in the forms of government typical of many large New England cities. For this reason, the option of Mayor-Aldermen or Mayor-Council with wards or districts was eliminated early in the process.

While writing the Charter, Commission members were always conscious of the increasing complexity of town government in legal and technical areas, in employee representation, in relations with the University of New Hampshire, with business and with other government agencies. This pointed to full-time professional administration with undivided responsibility for all town operations. This administration would be completely accountable to elected officials.

The difficulty of governing for the entire year on the basis of decisions made at an annual Town Meeting calls for a year-round legislative and policy setting body. The proposed nine-member

council would establish goals for the town administration but would be separated from the problems of day-to-day activity. An elective council would be fully responsible to the voters. Free from much time consuming detail, council membership should be attractive to qualified residents.

As Durham becomes larger, individual concerns are more easily lost in the system. The proposed Charter provides for the solution of resident complaints, the redress of employee grievances, and for citizen input at all stages of the legislative process. Additionally the Charter contains specific sections on voter mandated legislative initiatives, referenda of council action, and, if necessary, for recall of elected officials.

The complete Charter proposed for the Town of Durham is printed separately with this report. Under New Hampshire law voters will be asked to vote yes or no on the entire Charter as presented. The vote will be by ballot before the open meeting so there will be no pro or con discussion on the floor of the Town Meeting itself. Please take time to become familiar with the charter so that you can cast a well considered vote.

Respectfully,

THE DURHAM CHARTER COMMISSION



Commission members pictured above, left to right: first row, Anne F. Valenza, Maryanna Hatch (Vice Chairman), Edward W. McNitt (Chairman), James C. Chamberlin. Second row, Owen B. Durgin, Rebecca B. W. Frost (Secretary, Bruce Bragdon and Alden L. Winn.



## GENERAL ASSISTANCE REPORT—1986

The year of 1986 has ended with the Town's General Assistance program making a meaningful contribution to the lives of Durham's residents. Due to the recent changes in General Assistance regulations taking effect in 1986, local assistance for the needy has become increasingly important.

As mentioned in previous reports, as of January 1st, 1986 the State's laws which determine eligibility for local assistance based on residency have changed. Previously, individuals had to have established residency in a particular community for a minimum of one (1) year before becoming eligible for that Town's local assistance. New regulations dictate that residency is no longer a consideration and any person found to be in the geographic jurisdiction of a particular community is the responsibility of that community. This change in legislation greatly expands the Town's potential responsibilities as a good percentage of general assistance is devoted to short term assistance, to those attempting to establish themselves in the community or transients.

With these increased responsibilities comes greater potential expenses. The increased responsibility of the Town to care for the needy is even more pronounced in that it coincides with reduction of many Federal entitlement programs. This responsibility has been mitigated by the continued support of the OAM, whose contributions of \$1 070.97 have been used to offset public expense.

In accordance with State and local mandate proposed during the 1986 Town Meeting, the Board of Selectmen has designed and implemented new General Assistance guidelines. These guidelines are intended to insure prompt and equitable service to those persons who may find themselves in need of assistance. During the course of the year, public funds were utilized to assist a variety of persons.

<u>Type_of Aid</u>	<u>No. of Persons Assisted</u>	<u>Amount</u>
Housing	8	2,104.79
Medical	1	330 00
Food	2	64.31
Travel	1	24.00
Juvenile Placement (from 1985)	<u>1</u>	<u>1,270.56</u>
Total Assistance:	13	\$3,793.66

Persons needing general assistance from the Town of Durham are encouraged to inquire through the Selectmen's Office during our normal office hours daily 8:00 A.M. to 5:00 P.M.

Hunter F. Rieseberg  
Welfare Administrator

Carri • Plodzik • Sanderson  
Professional Association  
accountants & auditors

A Bruce Carri, CPA  
Stephen D. Plodzik, PA  
Robert E. Sanderson, PA  
Paul J. Mercier, CPA  
Edward T. Perry, CPA  
Armand G. Martineau, CPA

193 North Main Street  
Concord, New Hampshire 03301  
Telephone: 603-225-6996

AUDITOR'S REPORT ON FINANCIAL PRESENTATION

To the Members of  
the Board of Selectmen  
Town of Durham  
Durham, New Hampshire

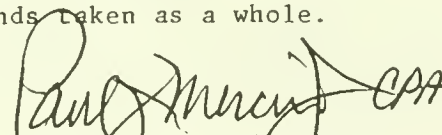
We have examined the general purpose financial statements of the Town of Durham, New Hampshire and the combining and individual fund financial statements of the Town as of and for the year ended December 31, 1986, as listed in the table of contents. Our examination was made in accordance with generally accepted auditing standards and, accordingly, included such tests of the accounting records and such other auditing procedures as we considered necessary in the circumstances.

As described in Note 1B, the general purpose financial statements referred to above do not include the General Fixed Asset Group of Accounts, which should be included to conform with generally accepted accounting principles. The amount that should be recorded in the General Fixed Assets Account Group is not known.

In our opinion, except that omission of the General Fixed Asset Group of Accounts results in an incomplete presentation, as explained in the above paragraph, the general purpose financial statements referred to above present fairly the financial position of the Town of Durham, New Hampshire, at December 31, 1986, and the results of its operations for the year then ended, in conformity with generally accepted accounting principles applied on a basis consistent with that of the preceding year. Also, in our opinion, the combining and individual fund financial statements referred to above present fairly the financial position of each of the funds of the Town of Durham, New Hampshire, at December 31, 1986, and the results of operations of such funds for the year then ended, in conformity with generally accepted accounting principles applied on a basis consistent with that of the preceding year.

Our examination was made for the purpose of forming an opinion on the general purpose financial statements taken as a whole and on the combining and individual fund financial statements. The accompanying financial information listed as supporting schedules in the table of contents is presented for purposes of additional analysis and is not a required part of the financial statements of the Town of Durham, New Hampshire. Such information has been subjected to the auditing procedures applied in the examination of the general purpose, combining, and individual fund financial statements and, in our opinion, is fairly stated in all material respects in relation to the financial statements of each of the respective funds taken as a whole.

February 3, 1987

  
CARRI • PLODZIK • SANDERSON  
Professional Association

Carri • Plodzik • Sanderson  
Professional Association  
accountants & auditors

A. Bruce Carri, CPA  
Stephen D. Plodzik, PA  
Robert E. Sanderson, PA  
Paul J. Mercier, CPA  
Edward T. Perry, CPA  
Armand G. Martineau, CPA

193 North Main Street  
Concord, New Hampshire 03301  
Telephone: 603-225-6996

AUDITOR'S REPORT ON INTERNAL CONTROLS (ACCOUNTING AND  
ADMINISTRATIVE) - BASED ON A STUDY AND EVALUATION MADE AS A PART OF  
AN EXAMINATION OF THE GENERAL PURPOSE FINANCIAL STATEMENTS AND  
THE ADDITIONAL TESTS REQUIRED BY THE SINGLE AUDIT ACT

---

To the Members of  
the Board of Selectmen  
Town of Durham  
Durham, New Hampshire

We have examined the general purpose financial statements of the Town of Durham, New Hampshire for the year ended December 31, 1986, and have issued our report thereon dated February 3, 1987. As part of our examination, we made a study and evaluation of the internal control systems, including applicable internal administrative controls, used in administering federal financial assistance programs to the extent we considered necessary to evaluate the systems as required by generally accepted auditing standards, the standards for financial and compliance audits contained in the Standards for Audit of Governmental Organizations, Programs, Activities, and Functions, issued by the U.S. General Accounting Office, the Single Audit Act of 1984, and the provisions of OMB Circular A-128, Audits of State and Local Governments. For the purpose of this report, we have classified the significant internal accounting and administrative controls used in administering federal financial assistance programs in the following categories:

Accounting Controls

- Budgeting Cycle
- Assessing, Levying and Collecting Taxes
- Payroll Cycle
- Expenditure (other than payroll) Cycle
- Data Processing Cycle
- Revenue Cycle
- Financial Reporting Cycle

Controls Used in Administering Federal Programs

- Political Activity
- Davis-Bacon Act
- Civil Rights
- Cash Management
- Federal Financial Reports

The management of the Town of Durham, New Hampshire is responsible for establishing and maintaining internal control systems used in administering federal financial assistance programs. In fulfilling that responsibility, estimates and judgments by management are required to assess the expected benefits and related costs of control procedures. The objectives of internal



Town of Durham, New Hampshire

Auditor's Report on Internal Controls

control systems used in administering federal financial assistance programs are to provide management with reasonable, but not absolute, assurance that, with respect to federal financial assistance programs, resource use is consistent with laws, regulations, and policies; resources are safeguarded against waste, loss, and misuse; and reliable data are obtained, maintained, and fairly disclosed in reports.

Because of inherent limitations in any system of internal accounting and administrative controls used in administering federal financial assistance programs, errors or irregularities may nevertheless occur and not be detected. Also, projection of any evaluation of the systems to future periods is subject to the risk that procedures may become inadequate because of changes in conditions or that the degree of compliance with the procedures may deteriorate.

Our study included all of the applicable control categories listed in the first paragraph. During the year ended December 31, 1986, the Town of Durham, New Hampshire had no major federal financial assistance programs and expended 96% of its total federal financial assistance under the following nonmajor federal financial assistance programs:

Urban Development Action Grant  
State and Local Government Fiscal  
Assistance - General Revenue Sharing

With respect to internal control systems used in administering these nonmajor federal financial assistance programs, our study and evaluation included considering the types of errors and irregularities that could occur, determining the internal control procedures that should prevent or detect such errors and irregularities, determining whether the necessary procedures are prescribed and are being followed satisfactorily, and evaluating any weaknesses.

With respect to the internal control systems used solely in administering the nonmajor federal financial assistance programs of the Town of Durham, New Hampshire, our study and evaluation was limited to a preliminary review of the systems to obtain an understanding of the control environment and the flow of transactions through the accounting system. Our study and evaluation of the internal control systems used solely in administering the nonmajor federal financial assistance programs of the Town of Durham, New Hampshire, did not extend beyond this preliminary review phase.

Our study and evaluation was more limited than would be necessary to express an opinion on the internal control systems used in administering the federal financial assistance programs of the Town of Durham, New Hampshire. Accordingly, we do not express an opinion on the internal control systems used in administering the federal financial assistance programs of the Town of Durham, New Hampshire.

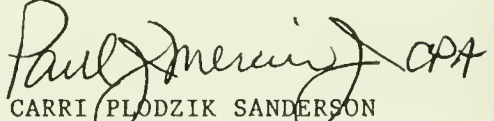
Town of Durham, New Hampshire

Auditor's Report on Internal Controls

However, our study and evaluation and our examination disclosed no condition that we believe to be a material weakness in relation to a federal financial assistance program.

This report is intended solely for the use of management and the applicable state and federal agencies and should not be used for any other purpose. This restriction is not intended to limit the distribution of this report, which, upon acceptance by the Town of Durham, New Hampshire, is a matter of public record.

February 3, 1987

  
CARRI PLODZIK SANDERSON  
Professional Association

Carri • Plodzik • Sanderson  
Professional Association

accountants & auditors

A Bruce Carri, CPA  
Stephen D. Plodzik, PA  
Robert E. Sanderson, PA  
Paul J. Mercier, CPA  
Edward T. Perry, CPA  
Armand G. Martineau, CPA

193 North Main Street  
Concord, New Hampshire 03301  
Telephone: 603-225-6996

AUDITOR'S REPORT ON COMPLIANCE WITH LAWS AND REGULATIONS RELATED  
TO NONMAJOR FEDERAL FINANCIAL ASSISTANCE PROGRAMS IN CIRCUMSTANCES  
IN WHICH THE RECIPIENT RECEIVED NO MAJOR PROGRAM FUNDING

---

To the Members of  
the Board of Selectmen  
Town of Durham  
Durham, New Hampshire

We have examined the general purpose financial statements of the Town of Durham, New Hampshire for the year ended December 31, 1986, and have issued our report thereon dated February 3, 1987. Our examination was made in accordance with generally accepted auditing standards; the standards for financial and compliance audits contained in the Standards for Audit of Governmental Organizations, Programs, Activities, and Functions, issued by the U.S. General Accounting Office; the Single Audit Act of 1984; and the provisions of OMB Circular A-128, Audits of State and Local Governments, and accordingly, included such tests of the accounting records and such other auditing procedures as we considered necessary in the circumstances.

The management of the Town of Durham, New Hampshire is responsible for the Town's compliance with laws and regulations. In connection with the examination referred to above, we selected and tested transactions and records from nonmajor federal financial assistance programs to determine the Town's compliance with laws and regulations, noncompliance with which we believe could have a material effect on the allowability of program expenditures.

The results of our tests indicate that for the transactions and records tested the Town of Durham, New Hampshire complied with the laws and regulations referred to above, except as described in the accompanying Schedule of Findings and Questioned Costs. Our testing was more limited than would be necessary to express an opinion on whether the Town of Durham, New Hampshire administered those programs in compliance in all material respects with laws and regulations, noncompliance with which we believe could have a material effect on the allowability of program expenditures; however, with respect to the transactions that were not tested by us, nothing came to our attention to indicate that the Town of Durham, New Hampshire had violated laws and regulations other than those laws and regulations for which we noted violations in our testing referred to above.

February 3, 1987

  
CARRI PLODZIK SANDERSON  
Professional Association

TOWN OF DURHAM  
Schedule of Findings and Questioned Costs  
For The Fiscal Year Ended December 31, 1986

---

<u>Program</u>	<u>Finding/Noncompliance</u>	<u>Questioned Costs</u>
<u>Department of the Treasury</u> State and Local Government Fiscal Assistance - General Revenue Sharing Grant Number 303009002	<p>The Bureau of Census Reports (F-21A and RS-8) were not available for inspection, and there was no indication that the report was prepared.</p> <p>Newspaper clippings, confirming the publication of the use report's availability or that a summary of the enacted budget is available, were not available.</p> <p>The recipient is required to maintain a record of any personal property acquired with Revenue Sharing Funds (fixed asset record). Fixed assets records are not maintained by the Town.</p>	

Carri • Plodzik • Sanderson  
Professional Association  
accountants & auditors

A. Bruce Carri, CPA  
Stephen D. Plodzik, PA  
Robert E. Sanderson, PA  
Paul J. Mercier, CPA  
Edward T. Perry, CPA  
Armand G. Martineau, CPA

193 North Main Street  
Concord, New Hampshire 03301  
Telephone: 603-225-6996

AUDITOR'S REPORT ON SUPPLEMENTARY INFORMATION  
SCHEDULE OF FEDERAL FINANCIAL ASSISTANCE

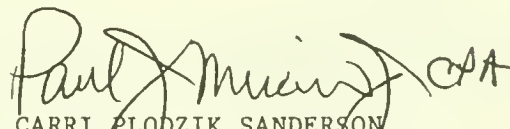
---

To the Members of  
the Board of Selectmen  
Town of Durham  
Durham, New Hampshire

We have examined the general purpose financial statements of the Town of Durham, New Hampshire for the year ended December 31, 1986, and have issued our report thereon dated February 3, 1987. Our examination of such general purpose financial statements was made in accordance with generally accepted auditing standards and the standards for financial and compliance audits contained in the Standards for Audit of Governmental Organizations, Programs, Activities, and Functions, issued by the U.S. General Accounting Office and, accordingly, included such tests of the accounting records and such other auditing procedures as we considered necessary in the circumstances.

Our examination was made for the purpose of forming an opinion on the general purpose financial statements taken as a whole. The accompanying Schedule of Federal Financial Assistance is presented for purposes of additional analysis and is not a required part of the general purpose financial statements. The information in that schedule has been subjected to the auditing procedures applied in the examination of the general purpose financial statements and, in our opinion, is fairly stated in all material respects in relation to the general purpose financial statements taken as a whole.

February 3, 1987

  
CARRI PLODZIK SANDERSON  
Professional Association



**EXHIBIT A**  
**TOWN OF DURHAM**  
**Combined Balance Sheet—All Fund Types and Account Groups**  
**DECEMBER 31, 1986**

<u>ASSETS</u>	<u>Governmental Fund Types</u>		
	<u>General</u>	<u>Special Revenue</u>	<u>Capital Projects</u>
Cash and Equivalents	\$ 908,246	\$354,328	\$116,026
Investments, At Cost			
Receivables (Net of Allowance For Uncollectibles)			
Taxes	644,154		
Accounts	19,027	6,994	
User Fees		204,709	
Due From Other Governments		153,964	50,480
Due From Other Funds	732,506	105	6,400
Due From Others	120,256	216,516	
Amount To Be Provided For Retirement of General Long-Term Debt			
<b>TOTAL ASSETS</b>	<b>\$2,424,189</b>	<b>\$936,616</b>	<b>\$172,906</b>
<u>LIABILITIES AND FUND EQUITY</u>			
<u>Liabilities</u>			
Accounts Payable	\$ 89,503	\$ 24,755	\$
Accrued Payroll and Deductions			
Contracts Payable			
Accrued Interest Payable			
Due To Other Governments	1,931,304		
Due To Other Funds		663,203	75,808
Due To Developers			
Due To Others			
Tax Anticipation Notes Payable			
General Obligation Bonds Payable			
Notes Payable			
Total Liabilities	<u>2,020,807</u>	<u>687,958</u>	<u>75,808</u>
<u>Fund Equity</u>			
<u>Fund Balances</u>			
Reserved For Encumbrances (Note 1-E)	27,076		
Reserved For Endowments (Note 5)			
<u>Unreserved</u>			
Designated For Capital Expenditures (Note 3)			
Undesignated	<u>376,306</u>	<u>248,658</u>	<u>97,098</u>
Total Fund Equity	<u>403,382</u>	<u>248,658</u>	<u>97,098</u>
<b>TOTAL LIABILITIES AND FUND EQUITY</b>	<b>\$2,424,189</b>	<b>\$936,616</b>	<b>\$172,906</b>

A

Fiduciary Fund Types Trust and Agency	Account Groups General Long- Term Debt	Totals (Memorandum Only)	
		December 31, 1986	December 31, 1985
\$283,028 93,715	\$	\$1,661,628 93,715	\$ 3,554,609 98,462
		644,154	2,376,431
		26,021	1,598
		204,709	197,093
		204,444	1,758,261
		739,011	2,010,271
		336,772	156,885
	3,159,800	3,159,800	3,656,933
\$376,743	\$3,159,800	\$7,070,254	\$13,810,543
\$	\$	\$ 114,258	\$ 370,412
			22,425
			328,525
			10,937
		1,931,304	1,866,411
		739,011	2,010,271
165,881		165,881	176,347
			302
			4,900,000
	2,889,000	2,889,000	3,302,000
	270,800	270,800	354,933
165,881	3,159,800	6,110,254	13,342,563
		27,076	2,626
125,211		125,211	116,233
85,651		85,651	51,882
		722,062	297,239
210,862		960,000	467,980
\$376,743	\$3,159,800	\$7,070,254	\$13,810,543

The accompanying notes are  
an integral part of these financial statements.

**EXHIBIT B**  
**TOWN OF DURHAM**  
**Combined Statement of Revenues, Expenditures**  
**and Changes in Fund Balances**  
**All Governmental Fund Types**  
**For the Fiscal Year Ended December 31, 1986**

	Governmental Fund Types		
	<u>General</u>	<u>Special Revenue</u>	<u>Capital Projects</u>
<u>Revenues</u>			
Taxes	\$5,619,403	\$	\$
Intergovernmental Revenues	706,121	307,113	
Licenses and Permits	382,449		
Charges For Services	560,932	462,343	64,506
Miscellaneous	123,303	92,204	
<u>Other Financing Sources</u>			
Interfund Transfers	91,407		
Long-Term Note Proceeds			
<u>Total Revenues and Other Sources</u>	<u>7,483,615</u>	<u>861,660</u>	<u>64,506</u>
<u>Expenditures</u>			
General Government	503,013	2,928	
Public Safety	875,331		
Highways, Streets, Bridges	610,418	21,570	
Sanitation	199,420		
Health	10,878		
Welfare	2,595		
Culture and Recreation	88,324		
<u>Debt Service</u>			
Principal	459,702	30,829	6,602
Interest	347,071	16,977	2,007
Capital Outlay		209,355	15,841
Public Service Enterprises		427,031	
<u>Other Uses</u>			
Interfund Transfers	30,000	82,926	
Intergovernmental Transfers	4,017,690		
<u>Total Expenditures and Other Uses</u>	<u>7,144,442</u>	<u>791,616</u>	<u>24,450</u>
<u>Excess of Revenues and Other Sources</u>			
<u>Over (Under) Expenditures and Other Uses</u>	339,173	70,044	40,056
<u>Fund Balances - January 1</u>	<u>64,209</u>	<u>178,614</u>	<u>57,042</u>
<u>Fund Balances - December 31</u>	<u>\$ 403,382</u>	<u>\$248,658</u>	<u>\$97,098</u>

Totals (Memorandum Only)	
December 31, 1986	December 31, 1985
\$5,619,403	\$5,052,351
1,013,234	2,560,044
382,449	283,972
1,087,781	940,631
215,507	201,516
91,407	206,378
	<u>159,000</u>
<u>8,409,781</u>	<u>9,403,892</u>
505,941	446,625
875,331	814,430
631,988	1,015,425
199,420	135,307
10,878	10,961
2,595	6,099
88,324	102,990
497,133	480,133
366,055	387,983
225,196	2,045,016
427,031	359,349
112,926	205,942
<u>4,017,690</u>	<u>3,577,691</u>
<u>7,960,508</u>	<u>9,587,951</u>
449,273	( 184,059)
<u>299,865</u>	<u>483,924</u>
<u>\$ 749,138</u>	<u>\$ 299,865</u>

The accompanying notes are  
an integral part of these financial statements.

**EXHIBIT C**  
**TOWN OF DURHAM**  
**Combined Statement of Revenues, Expenditures and**  
**Changes in Fund Balances**  
**Budget and Actual General and Special Revenue Fund Types**  
**For the Fiscal Year Ended December 31, 1986**

	General Fund		Variance
	Budget	Actual	Favorable (Unfavorable)
<u>Revenues</u>			
Taxes	\$5,573,445	\$5,619,403	\$ 45,958
Intergovernmental Revenues	681,060	706,121	25,061
Licenses and Permits	327,945	382,449	54,504
Charges For Services	474,623	560,932	86,309
Miscellaneous	130,470	123,303	( 7,167)
<u>Other Financing Sources</u>			
Interfund Transfers	102,844	91,407	( 11,437)
<u>Total Revenues and Other Sources</u>	<u>7,290,387</u>	<u>7,483,615</u>	<u>193,228</u>
<u>Expenditures</u>			
General Government	548,202	503,013	45,189
Public Safety	876,094	875,331	763
Highways, Streets, Bridges	702,783	610,418	92,365
Sanitation	170,111	199,420	( 29,309)
Health	11,578	10,878	700
Welfare	9,500	2,595	6,905
Culture and Recreation	90,430	88,324	2,106
<u>Debt Service</u>			
Principal	451,533	459,702	( 8,169)
Interest	382,466	347,071	35,395
Capital Outlay			
Public Service Enterprises			
<u>Other Uses</u>			
Interfund Transfers	30,000	30,000	
Intergovernmental Transfers	4,017,690	4,017,690	
<u>Total Expenditures and Other Uses</u>	<u>7,290,387</u>	<u>7,144,442</u>	<u>145,945</u>
<u>Excess of Revenues and Other</u>			
<u>Sources Over Expenditures and Other Uses</u>		339,173	339,173
<u>Fund Balances - January 1</u>	<u>64,209</u>	<u>64,209</u>	
<u>Fund Balances - December 31</u>	<u>\$ 64,209</u>	<u>\$ 403,382</u>	<u>\$339,173</u>



Special Revenue Funds			Totals (Memorandum Only)		
Budget	Actual	Variance Favorable (Unfavorable)	Budget	Actual	Variance Favorable (Unfavorable)
\$	\$	\$	\$5,573,445	\$5,619,403	\$ 45,958
94,939	307,113	212,174	775,999	1,013,234	237,235
			327,945	382,449	54,504
515,897	462,343	( 53,554)	990,520	1,023,275	32,755
22,637	92,204	69,567	153,107	215,507	62,400
			102,844	91,407	( 11,437)
<u>633,473</u>	<u>861,660</u>	<u>228,187</u>	<u>7,923,860</u>	<u>8,345,275</u>	<u>421,415</u>
	2,928	( 2,928)	548,202	505,941	42,261
			876,094	875,331	763
22,637	21,570	1,067	725,420	631,988	93,432
			170,111	199,420	( 29,309)
			11,578	10,878	700
			9,500	2,595	6,905
			90,430	88,324	2,106
30,829	30,829		482,362	490,531	( 8,169)
16,977	16,977		399,443	364,048	35,395
	209,355	( 209,355)		209,355	( 209,355)
468,091	427,031	41,060	468,091	427,031	41,060
94,939	82,926	12,013	124,939	112,926	12,013
			<u>4,017,690</u>	<u>4,017,690</u>	
<u>633,473</u>	<u>791,616</u>	<u>( 158,143)</u>	<u>7,923,860</u>	<u>7,936,058</u>	<u>( 12,198)</u>
	70,044	70,044		409,217	409,217
<u>178,614</u>	<u>178,614</u>		<u>242,823</u>	<u>242,823</u>	
\$178,614	\$248,658	\$ 70,044	\$ 242,823	\$ 652,040	\$409,217

The accompanying notes are an integral part of these financial statements.

**EXHIBIT D**  
**TOWN OF DURHAM**  
**Combined Statement of Revenues, Expenditures and**  
**Changes in Fund Balances**  
**All Trust Funds**  
**For the Fiscal Year Ended December 31, 1986**

---

	<u>Trust Funds</u>	
	<u>Expendable</u>	<u>Nonexpendable</u>
<u>Revenues</u>		
New Funds	\$	\$ 3,780
Interest and Dividend Income	14,564	
Other	305	
 <u>Other Financing Sources</u>		
Interfund Transfers - General Fund	_____	_____
 <u>Total Revenues and Other Sources</u>	<u>14,869</u>	<u>3,780</u>
 <u>Expenditures</u>		
Cemetery	7,805	
Care of Farm/Support of Schools	1,500	
Other	366	
 <u>Total Expenditures</u>	<u>9,671</u>	_____
 <u>Excess of Revenues and</u>		
<u>Other Sources Over Expenditures</u>	5,198	3,780
 <u>Fund Balances - January 1</u>	<u>29,334</u>	<u>86,899</u>
 <u>Fund Balances - December 31</u>	<u>\$34,532</u>	<u>\$90,679</u>

Capital Reserve Funds	Totals (Memorandum Only)	
	December 31, 1986	December 31, 1985
\$ 3,769	\$ 3,780 18,333 305	\$ 2,700 18,698
<u>30,000</u>	<u>30,000</u>	<u>          </u>
<u>33,769</u>	<u>52,418</u>	<u>21,398</u>
<u>          </u>	7,805 1,500 366	8,131 1,506
<u>          </u>	<u>9,671</u>	<u>9,637</u>
33,769	42,747	11,761
<u>51,882</u>	<u>168,115</u>	<u>156,354</u>
<u>\$85,651</u>	<u>\$210,862</u>	<u>\$168,115</u>

The accompanying notes are  
an integral part of these financial statements.

Fiduciary Fund Type	Total (Memorandum Only)
Nonexpendable Trust Funds	December 31, 1985

\$3,780

\$6,266

\$3,780

\$6,266

28

## **NOTES TO THE FINANCIAL STATEMENTS**

December 31, 1986

### NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The following is a summary of significant accounting policies employed in the preparation of these financial statements.

#### A. Fund Accounting

The accounts of the Town are organized on the basis of funds or account groups, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues, and expenditures, as appropriate. Government resources are allocated to and accounted for in individual funds based upon the purposes for which they are to be spent and the means by which spending activities are controlled. The various funds are grouped by type in the financial statements. The following fund types and account groups are used by the Town.

#### GOVERNMENTAL FUNDS

General Fund - The General Fund is the general operating fund of the Town. All general tax revenues and other receipts that are not allocated by law or contractual agreement to another fund are accounted for in this fund. From the fund are paid the general operating expenditures, the fixed charges, and the capital improvement costs that are not paid through other funds.

Special Revenue Funds - Special Revenue Funds are used to account for the proceeds of specific revenue sources (other than expendable trust or major capital projects) requiring separate accounting because of legal or regulatory provisions or administrative action. Included in this fund type are Federal Revenue Sharing, Sewer Department, Water Department, Parking, Urban Development Grant and Conservation Commission Funds.

Capital Projects Funds - Transactions related to resources obtained and used for the acquisition, construction or improvement of capital facilities are accounted for in Capital Projects Funds. Such resources are derived from proceeds of long-term notes or bonds from federal and state grants and from sewer and water entrance fees.

#### FIDUCIARY FUNDS

Trust and Agency Funds - Trust and Agency Funds are used to account for the assets held in trust or as an agent by the Town for others.



TOWN OF DURHAM

---

NOTES TO THE FINANCIAL STATEMENTS

December 31, 1986

B. Account Groups (Fixed Assets and Long-Term Liabilities)

All governmental funds and Expendable Trust Funds are accounted for on a spending or "financial flow" measurement focus. This means that only current assets and current liabilities are generally included on their balance sheets. Their reported fund balance (net current assets) is considered a measure of "available spendable resources". Governmental fund operating statements present increases (revenues and other financing sources) and decreases (expenditures and other uses) in net current assets. Accordingly, they are said to present a summary of sources and uses of available spendable resources during a period.

General fixed assets have been acquired for general governmental purposes and have been recorded as expenditures in the fund making the expenditure. These expenditures are required to be capitalized at historical cost in a General Fixed Asset Group of Accounts for accountability purposes. In accordance with the practices followed by other municipal entities in the State, the Town does not maintain a record of its general fixed assets and accordingly, a statement of general fixed assets, required by generally accepted accounting principles, is not included in this financial report.

Long-term liabilities expected to be financed from governmental funds are accounted for in the General Long-Term Debt Account Group. This account group is not a fund. It is concerned only with the measurement of financial position and not results of operations. Since they do not affect net current assets, such long-term liabilities are not recognized as governmental fund type liabilities. They are instead reported as liabilities in the General Long-Term Debt Account Group.

C. Basis of Accounting

The accounts of the General, Special Revenue, Capital Projects, and Expendable Trust Funds are maintained and reported on the modified accrual basis of accounting. Under the modified accrual basis of accounting, sources of financial resources and assets are recognized when measurable and available to finance operations during the year. Uses of financial resources and liabilities are recognized when obligations are incurred from receipt of goods and services, when assessments are made by the State or in the case of judgments and claims against the Town, when there is a probability that such judgments and claims will result in liabilities, the amounts of which can be reasonably estimated. Exceptions to this general rule include: 1) accumulated unpaid vacation and sick pay, and 2) principal and interest on general long-term debt which is recognized when due. All Nonexpendable Trust and Agency Funds are accounted for using the accrual basis of accounting.

TOWN OF DURHAM

---

NOTES TO THE FINANCIAL STATEMENTS

December 31, 1986

D. Budgetary Accounting

General governmental revenues and expenditures accounted for in budgetary funds are controlled by a formal integrated budgetary accounting system in accordance with various legal requirements which govern the Town's operations. The Town budget represents departmental appropriations as authorized by annual or special Town Meetings. The Selectmen may transfer funds between operating categories as they deem necessary. State Statutes require balanced budgets but provide for the use of beginning fund balance to achieve that end.

E. Encumbrances

Encumbrance accounting, under which purchase orders, contracts, and continuing appropriations (certain projects and specific items not fully expended at year-end) are recognized, is employed in the governmental funds. Encumbrances are not the equivalent of expenditures; and are therefore reported as part of the fund balance at December 31 and are carried forward to supplement appropriations of the subsequent year. The reserve for encumbrances at December 31, consists of the following:

<u>General Fund</u>	
Police Department	\$ 1,000
Public Works Department	<u>26,076</u>
<u>Total</u>	<u>\$27,076</u>

F. Cash and Investments

At year end, the carrying amount and bank balance of the Town's deposits was \$1,661,628. Of this balance, \$357,570 was covered by federal depository insurance and \$1,304,058 was uninsured.

State Statutes authorize the Town to invest excess funds in the custody of the Treasurer in obligations of the United States Government in savings bank deposits of banks incorporated under the laws of the State of New Hampshire, or in certificates of deposits of banks incorporated under the laws of the State of New Hampshire, or in national banks located within this state or the State of Massachusetts. These financial statements report investments in certificates of deposit and savings bank deposits under the caption cash and equivalents.

The Town is further authorized to invest Trust Funds in obligations of political subdivisions and stocks and bonds, as they are legal for investment by New Hampshire savings banks. Capital Reserve Funds must

TOWN OF DURHAM

NOTES TO THE FINANCIAL STATEMENTS

December 31, 1986

be kept separate and not intermingled with Trust Funds. Capital Reserve Funds may be invested only by deposit in savings bank deposits of New Hampshire banks, or in United States or State of New Hampshire bonds or notes.

Investments in all instances are stated at cost, or in the case of donated investments, at market value at the time of bequest or receipt. Investments at year end are as follows:

	<u>Carrying Amount</u>	<u>Market Value</u>
Stocks and Bonds	\$93,715	\$102,500
	<u>          </u>	<u>          </u>

G. Inventories

Inventory in the General and Special Revenue Funds consists of expendable supplies held for consumption. The cost thereof has been recorded as an expenditure at the time individual inventory items were purchased.

H. Accumulated Unpaid Vacation and Sick Pay

Accumulated unpaid vacation and sick pay is not accrued in the governmental funds using the modified accrual basis of accounting. Employees may accumulate 80 days sick leave (90 days for Police Officers Association members) at a rate of 12 days per year.

Vacation is granted in varying amounts based on length of service. Vacation pay accumulation does not exceed a normal year's allowance. Accumulated sick leave is indeterminable.

I. Taxes Collected for Others

The property taxes collected by the Town include taxes levied for the Oyster River School District and Strafford County which are remitted to these governmental units as required by law. The ultimate responsibility for the collection of taxes rests with the Town.

J. Property Taxes

The National Council on Governmental Accounting, Interpretation 3, referring to property tax revenue recognition, requires disclosure if property taxes receivable, which are to be collected beyond a period of 60 days subsequent to December 31, 1986, are recognized on the balance sheet and not reserved. In accordance with the practice followed by other municipal entities in the State of New Hampshire, the Town of Durham annually recognizes, without reserve, all tax receivables at the end of the fiscal year. The Town feels this practice of accrual is justified as it more appropriately matches the

TOWN OF DURHAM

NOTES TO THE FINANCIAL STATEMENTS

December 31, 1986

liability to the school district entity at December 31 with collections which are intended to finance these payments through June 30 of the following year.

Annually, the Town establishes and raises through taxation an amount for abatements and refunds of property and resident taxes, known as overlay. All abatements, discounts, and refunds are charged to this account. The amount raised in 1986 was \$30,034 and expenditures amounted to \$42,442.

As prescribed by law, the tax collector sells at tax sale all uncollected property taxes in the following year after taxes are due. The purchaser at tax sale has a priority tax lien on these properties and accrues interest at 18% per annum. Delinquent taxpayers must redeem property from tax sale purchasers.

Property is sold to the party who will accept a lien for the least undivided interest in the property for payment of taxes and related costs due. If property is not redeemed within the two-year redemption period, the property is tax-deeded to the lien holder.

K. Interfund Transactions

During the course of normal operations, the Town has numerous transactions between funds, including expenditures and transfers of resources to provide services and fund capital outlay. The accompanying governmental and fiduciary fund financial statements reflect such transactions as transfers.

L. Interfund Receivable and Payable Balances

Individual fund interfund receivable and payable balances at December 31, 1986 were as follows:

<u>Fund</u>	<u>Interfund Receivables</u>	<u>Interfund Payables</u>
General Fund	\$732,506	\$
Special Revenue Funds	105	663,203
Capital Projects Funds	<u>6,400</u>	<u>75,808</u>
<u>Totals</u>	<u>\$739,011</u>	<u>\$739,011</u>

NOTE 2 - CHANGES IN LONG-TERM DEBT

The following is a summary of long-term debt transactions of the Town for the fiscal year ended December 31, 1986.



TOWN OF DURHAM

NOTES TO THE FINANCIAL STATEMENTS

December 31, 1986

	<u>General Obligation Debt</u>
Long-Term Debt	
Payable January 1, 1986	\$3,656,933
Long-Term Debt Retired	<u>497,133</u>
Long-Term Debt	
Payable December 31, 1986	<u>\$3,159,800</u>

Bonds payable at December 31, 1986 are comprised of the following individual issues:

General Obligation Bonds

\$515,000 1975 Water Bonds due in annual installments of \$25,000 through April 1, 1995; interest at 6.40% (This issue is being serviced by the Water Department.)	\$ 225,000
\$1,680,000 1979 Sewer Bonds due in annual installments of \$115,000 in 1985 and \$110,000 through May 15, 1994; interest at 5.65%	880,000
\$2,420,000 1979 Lamprey Regional Solid Waste Cooperative Incinerator Bonds due in annual installments of \$160,000 through May 15, 1994; interest at 5.70%	1,280,000
\$100,000 1980 Sewer Bonds due in annual installments of \$10,000 through July 1, 1990; interest at 6.20% (This issue is being serviced by the Sewer Department, less 2/3 of 25%, which is reimbursed by the University of New Hampshire.)	40,000
\$450,000 1980 Lamprey Regional Solid Waste Cooperative Incinerator Bonds due in annual installments of \$35,000 through 1992 and \$30,000 on July 1, 1993; interest at 6.40%	240,000

TOWN OF DURHAM

---

NOTES TO THE FINANCIAL STATEMENTS

December 31, 1986

\$140,000 1980 Fire Department Truck Bonds due in annual installments of \$15,000 through 1988 and \$10,000 through July 1, 1990; interest at 6.40%	50,000
\$290,000 1984 Fire Station Bonds due in annual installments of \$58,000 through September 18, 1989; interest at 7.60%	<u>174,000</u>
<u>Total General Obligation Bonds</u>	<u>2,889,000</u>
Notes payable at December 31, 1986 are comprised of the following individual issues:	
<u>Notes</u>	
\$9,000 1985 Copier Note due in annual installments of \$3,000 through April 2, 1988; interest at 7.25%	6,000
\$150,000 1985 Mill Road Reconstruction Note due in annual installments of \$30,000 through April 2, 1990; interest at 7.25%	120,000
\$36,000 1982 Gravel Pit Note to Nada B. Morgan due in annual installments of \$4,000 through April 24, 1991; interest-free note	20,000
\$208,000 1984 notes comprised of a \$150,000 Fire Truck Note, a \$33,000 Sewer Note, and a \$25,000 Water Note due in total annual installments of \$41,600 through September 18, 1989; interest at 7.60% (The Sewer and Water Notes are serviced by the respective departments. The University of New Hampshire reimburses 2/3 of the three combined issues.)	<u>124,800</u>
<u>Total Notes</u>	<u>270,800</u>
<u>Total Long-Term Debt</u>	<u>\$3,159,800</u>

TOWN OF DURHAM

NOTES TO THE FINANCIAL STATEMENTS

December 31, 1986

The annual requirements to amortize all debt outstanding as of December 31, 1986, including interest payments, are as follows:

Annual Requirements To Amortize Long-Term Debt

<u>Year Ending December 31</u>	<u>General Obligation Debt</u>		
	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
1987	\$ 491,600	\$180,409	\$ 672,009
1988	491,600	149,692	641,292
1989	483,600	118,975	602,575
1990	384,000	88,795	472,795
1991	334,000	67,273	401,273
1992-1994	975,000	87,887	1,062,887
<u>Totals</u>	<u>\$3,159,800</u>	<u>\$693,031</u>	<u>\$3,852,831</u>

All debt is general obligation debt of the Town, which is backed by its full faith and credit.

NOTE 3 - CAPITAL RESERVE FUNDS

The Capital Reserve Fund balances held by the Trustees of Trust Funds at December 31, 1986 are as follows:

<u>Purpose</u>	<u>Amount</u>
Highway Department Equipment	\$ 2,179
Fire Department Equipment	20,500
Incinerator	15,607
Parks and Recreation Department	7,666
Sewer Department	4,938
Computer Equipment	4,538
Property Revaluation	30,223
<u>Total</u>	<u>\$85,651</u>

NOTE 4 - PENSION PLAN

The Town participates in the State of New Hampshire Retirement System. The Town's contribution for normal cost of the plan is based upon an actuarial valuation of the entire state plan. Since the actuarial valuation is performed on the entire State plan the amount, if any, of the excess of vested benefits over pension fund assets is not available. The Town does not have an accrued liability for past service costs. Pension costs amounted to approximately \$42,200 in 1986.

TOWN OF DURHAM

---

NOTES TO THE FINANCIAL STATEMENTS

December 31, 1986

NOTE 5 - TRUST FUNDS

The principal amount of all Nonexpendable Trust Funds is restricted either by law or by terms of individual bequests in that only income earned may be expended. The Town's Nonexpendable and Expendable Trust Funds at December 31, 1986 are detailed as follows:

<u>Purpose</u>	<u>Nonexpendable</u>	<u>Expendable</u>
Perpetual Care	\$73,701	\$10,860
Town Improvements	9,141	10,919
Education	3,250	4,740
Care of Farm/School Support	<u>4,587</u>	<u>8,013</u>
<u>Totals</u>	<u>\$90,679</u>	<u>\$34,532</u>

NOTE 6 - LITIGATION

The Town follows the practice of recording liabilities resulting from claims and legal actions only when they become fixed or determinable in amount. Various suits and claims against the Town are presently pending involving claims for damages and tax appeals. The major tax assessment cases involve Public Service Company of New Hampshire seeking a tax abatement for the tax years 1981 and 1982, which would generate refunds of \$45,000 for 1981 and \$56,000 for 1982. In addition to the aforementioned, the University of New Hampshire and Barnes & Noble Bookstore have petitioned for tax abatements for 1985 real estate taxes in the amount of \$10,000. The ultimate outcome of these cases cannot presently be determined, as they are presently in the discovery stage, with the trials not expected before late 1987.

NOTE 7 - STATUS OF EPA GRANTS FOR SEWER PROJECT

Communication received December 3, 1986 from the Town's engineering consultant, disclosed the following EPA grants available for the sewer projects.

<u>Grant No.</u>	<u>Project</u>	<u>Funds Available</u>
C330161-4	Interceptor Sewers and Pump Stations	\$ 34,423
C330161-3	Wastewater Treatment Facility	<u>293,819</u>
Grant Funds Available		<u>\$328,242</u>



TOWN OF DURHAM

---

NOTES TO THE FINANCIAL STATEMENTS

December 31, 1986

There have been no grant funds received since 1983. Expenditures during the period were only for the Wastewater Treatment Plant closeout as indicated by the Town's Public Works Director in a memo dated December 12, 1985, totaled \$50,480. This amount is the only amount shown on the Town's financial statements at December 31, 1986 as due from EPA. The Town intends to estimate as current revenue any additional funds due from EPA if and when the final project cost figures are verified and submitted for reimbursement.

**Carri • Plodzik • Sanderson**  
**Professional Association**  

---

**accountants & auditors**

A. Bruce Carri, CPA  
Stephen D. Plodzik, PA  
Robert E. Sanderson, PA  
Paul J. Mercier, CPA  
Edward T. Perry, CPA  
Armand G. Martineau, CPA

193 North Main Street  
Concord, New Hampshire 03301  
Telephone: 603-225-6986

February 3, 1987

Members of the Board of Selectmen  
Town of Durham  
Durham, New Hampshire

Dear Members of the Board:

We have examined the financial statements of the Town of Durham for the fiscal year ended December 31, 1986, and have issued our report thereon dated February 3, 1987. In connection with our examination, we reviewed and tested the Town's systems of internal accounting control and operating procedures to the extent we considered necessary to evaluate the systems as required by generally accepted auditing standards. The purpose of our review of these systems was not to express an opinion on internal accounting control, and it would not necessarily disclose all weaknesses in the system.

In the following paragraphs, we present our comments and recommendations for improving specific aspects of the Town's systems and procedures. We also refer you to the appendix to this letter which explains the purpose of our review, its limitations, and the professional standards involved.

GENERAL

Our previous management letter, covering the fiscal years 1984 and 1985 was issued October 30, 1986. We are repeating again the major concerns mentioned in that letter which are still appropriate for 1986 and will continue to be in 1987. Please refer to that letter for additional "housekeeping" items to be considered.

Typically, a report of this type places a greater emphasis on findings of a critical nature. Therefore, to put our comments and recommendations in proper perspective, it should be noted that the weaknesses observed are not necessarily the result of poor management. Oftentimes, they are due to factors outside the control of the Town's personnel, such as organizational restrictions, budgetary limitations, on inadequate software systems. As we noted in our previous report, the staff has done a creditable job in maintaining the Town's records throughout 1986, primarily on a manual basis. However, there is still much work to be done to improve the internal accounting controls.

Recommended Accounting Practices

1. As mentioned above, the records are presently maintained on a manual cash basis system. While adequate to capture the cash transactions, the Town relied solely on the independent auditors to prepare the financial

TOWN OF DURHAM

COMMENTS AND RECOMMENDATIONS

DECEMBER 31, 1986

statements at year end, in accordance with generally accepted accounting principles. For example, at year end the auditors made a number of adjustments to charge back to the water and sewer funds their share of the fixed charges, such as insurance and annual debt payments. There is a need to control, through a formal general ledger system whether manual or computerized, these interfund transactions as well as reimbursement transactions affecting the University of New Hampshire. A periodic review of billings, both due to and from the University, should be performed. Reliance should not be made on the independent audit to verify these transactions.

2. Accounting procedures should be documented and designed to provide for routine internal checks on the disposition or treatment of all financial transactions. We noted some instances wherein the internal accounting controls still require strengthening. We again stress the need for the Business Administrator to have sufficient authority to centralize all the financial activity of the Town departments.
3. We understand that the Town intends to implement a new data processing system in 1987. This is definitely needed to alleviate the present burden placed on the staff caused by all the manual processing of transactions. However, and this needs to be clearly understood until all responsible officials and personnel know what is necessary for periodic review to control the Town's resources, the potential for failure will exist. In this regard, we do recommend that an accounting procedures manual be developed. The functioning of key accounting and operational controls in the Town of Durham is dependent upon the task knowledge of employees, such that the absence or termination of those employees does not provide the continuity necessary to insure the continued enforcement of control procedures. As a minimum, the manual should contain: 1) a description of all departmental accounting and bookkeeping records; 2) an organizational chart and job description for each accounting function by department; 3) a detailed chart of accounts and their descriptions; 4) a listing of, and procedure for, preparing regular financial reports; 5) a policy statement regarding document filing and records retention; and 6) a description of accounting checks, proofs to be performed regularly, and procedures for accounting for all recurring types of financial transactions.

General Fixed Asset Accounting

In general, accounting for fixed assets provides information for estimating the amount of insurance needed, monitors asset utilization, provides a safeguard over the asset, and allows for depreciation to be estimated when applicable. The Town does not maintain records for its investment in property, plant and equipment.

Fixed asset accounting should be considered when determination of applications to be automated is made. Generally accepted accounting principles require that adequate fixed asset records be maintained.

TOWN OF DURHAM

COMMENTS AND RECOMMENDATIONS

DECEMBER 31, 1986

Trust Funds

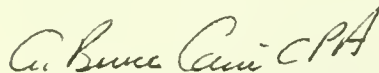
We have noted that the Trust Fund reports have been reporting capital gain dividends as an increase in income earnings, rather than an addition to the principal balance, as required by fiduciary accounting in the State of New Hampshire.

We have discussed this matter with the Trustees, who have asked the respective State Agency for direction in correcting the situation which has existed for sometime.

In closing, we wish to thank the administration and staff for their courtesy and assistance extended to us during the course of our examination. This is the first financial report which has been prepared and audited for the annual Town report for a number of years. We feel that the staff is desirous to learn and understand what is required to maintain a complete and accurate financial accounting system. Periodic monitoring of the accounting system by the independent auditors would provide management with the necessary assurance that continued improvements are being made and also provide technical assistance to the entire staff.

If, after you have had an opportunity to review our comments and recommendations, you have any questions or need assistance in modifying or implementing any procedures, we would be happy to meet with you at your convenience to discuss them.

Very truly yours,



CARRI PLODZIK SANDERSON  
Professional Association



## TOWN OF DURHAM, NEW HAMPSHIRE

**PURPOSE AND LIMITATIONS OF REVIEW**

The purpose of our study and evaluation was to determine the nature, timing and extent of the auditing procedures necessary for expressing an opinion on the Town's financial statements. Our study and evaluation was more limited than would be necessary to express an opinion on the system of internal accounting control taken as a whole.

The management of the Town of Durham is responsible for establishing and maintaining a system of internal accounting control. In fulfilling this responsibility, estimates and judgments by management are required to assess the expected benefits and related costs of control procedures. The objectives of a system are to provide management with reasonable, but not absolute, assurance that assets are safeguarded against loss from unauthorized use or disposition, and that transactions are executed in accordance with management's authorization and recorded properly to permit the preparation of financial statements in accordance with generally accepted government accounting principles.

Because of inherent limitations in any system of internal accounting control, errors or irregularities may nevertheless occur and not be detected. Also projection of any evaluation of the system to future periods is subject to the risk that procedures may become inadequate because of changes in conditions or that the degree of compliance with the procedures may deteriorate.

Our study and evaluation made for the limited purpose described in the first paragraph would not necessarily disclose all material weaknesses in the system. Accordingly, we do not express an opinion on the system of internal accounting control of the Town of Durham taken as a whole. However, our study and evaluation disclosed conditions that we believe result in more than a relatively low risk that errors or irregularities in amounts that would be material in relation to the financial statements of the Town of Durham may occur and not be detected within a timely period.

These conditions are described in the preceding report and were considered in determining the nature, timing, and extent of the audit tests to be applied in our examination of the 1986 financial statements. This report does not affect our report on these financial statements dated February 3, 1987.

The preceding report is intended solely for the use of management and should not be used for any other purpose.



Carri • Plodzik • Sanderson  
accountants & auditors

A. Bruce Carri, CPA ||  
Stephen D. Plodzik, PA ||  
Robert E. Sanderson, PA ||  
  
Paul J. Mercier, CPA ||  
Armand G. Martineau, CPA ||  
Edward T. Perry, CPA ||

|| 193 North Main Street  
|| Concord, New Hampshire 03301  
|| Telephone: 603-225-6996

October 30, 1986

Members of the Board of Selectmen  
Town of Durham  
Durham, New Hampshire

Dear Members of the Board:

We have examined the financial statements of the Town of Durham for the fiscal years ended December 31, 1984 and 1985, and have issued our reports thereon dated October 20, 1986. Inasmuch as the audits were performed concurrently, and the condition of the records as noted further in this report were similar for both years, this letter is issued covering the two-year period. In connection with our examination, we reviewed and tested the Town's systems of internal accounting control and operating procedures to the extent we considered necessary to evaluate the systems as required by generally accepted auditing standards. The purpose of our review of these systems was not to express an opinion on internal accounting control, and it would not necessarily disclose all weaknesses in the system.

In the following paragraphs, we present our comments and recommendations for improving specific aspects of the Town's systems and procedures. We also refer you to the appendix to this letter which explains the purpose of our review, its limitations, and the professional standards involved.

General

The audit of the Town's records for the fiscal years 1984 and 1985 was conducted subsequent to a reconstruction of the records by the accounting firm of KMG Main Hurdman of Boston, Massachusetts. As outlined in the Town's formal request for proposal specifications, the records reconstruction was necessary because of the following conditions:

- A. Bookkeeping Personnel Problems
- B. Persistent Inappropriate Bookkeeping Practices
- C. Inadequate Internal Controls
- D. Undocumented Accounting System
- E. Missing Documents
- F. New Data Processing System in 1984

TOWN OF DURHAM

**COMMENTS AND RECOMMENDATIONS**

DECEMBER 31, 1984 AND 1985

- G. Dual Records (Computer and Manual) Not Maintained During Transition
- H. Hardware and Software Difficulties
- I. Limited Internal Financial Reports

It is apparent that the officials of the Town of Durham have recognized the problems facing the Town and are acting in a positive manner to correct the previous deficiencies and prevent reoccurrence.

In addition to the reconstruction process and subsequent independent audits, the Selectmen hired the independent auditors to prepare a current accounting system evaluation. Also, as a result of a change in Town Treasurer, upon the advice of the independent auditors, an audit of all the Treasurer's records and cash accounts was performed for the period January 1, 1986 through August 19, 1986. A report was issued September 23, 1986. Along with this audit, the auditors held a meeting with the newly appointed Treasurer, Business Manager and Accountant for review of statutory obligations and record-keeping requirements.

As mentioned above, a present accounting system evaluation was performed and a report prepared as of July 22, 1986. The findings in the report were presented within five major topics as follows:

1. Status of Significant Accounting Procedures
2. Identifying Immediate Goals for the Remainder of the Fiscal Year
3. Evaluation of Personnel Considerations with Regard to Current and Future Needs for Supervision and Support
4. Treasurer's Duties and Responsibilities
5. Addressing Data Processing Capabilities and Requirements

That report should be read in conjunction with this letter of comments and recommendations, as it represents an outline for management to consider in approaching the existing financial management system.

Findings in Connection with Review of Reconstructed Records

We expended a considerable amount of time in reviewing the reconstructed records in order to satisfy ourselves as to the fairness of the presentation of the financial statements. The audit trail was extremely cumbersome. There were many misclassifications of revenues and expenditures. In addition, in 1984, we had to distribute \$37,000 in unclassified expenses and \$15,000 of the same in 1985. No adjustments had been made for tax warrants issued. All interfund payables and receivables had to be analyzed in detail and adjustments were made in most cases. Liability accounts established for

TOWN OF DURHAM

COMMENTS AND RECOMMENDATIONS

DECEMBER 31, 1984 AND 1985

payroll taxes payable had to be adjusted to reflect ending liabilities based on payments in the subsequent period. An indication of some of the detail audit review required is shown in the following sample listing of some of the proprietary account balances listed on the reconstructed working trial balance and the actual balances after appropriate analysis and adjusting entries.

<u>Proprietary Account Name</u>	<u>Balance</u>	
	<u>Per Reconstructed Trial Balance</u>	<u>As Adjusted For Audit</u>
Property Taxes Receivable	\$ - 0 -	\$2,265,370
Tax Liens Receivable	292,936	100,702
Due from Lamprey Cooperative	( 76,902)	- 0 -
Due from Fire Station Project	( 67,871)	- 0 -
Misc. Accounts Receivable	( 180,724)	- 0 -
Due to School District	1,733,381	1,849,938
Wages Payable	158,822	- 0 -

Also, there apparently was no comparison of budgetary revenues and expenditures to actual as reported on the reconstructed computer printouts. We made many adjustments to the expenditure accounts to more accurately reflect comparative budgetary results of operation.

Additional Observations

- A. During the two-year period, we observed that many of the cash accounts were maintained in non-interest bearing accounts. Considerable interest income has been lost to the Town as a result. Also, a major noncompliance with state statutes and severe weakness in internal accounting control occurred because of the lack of formal approval by the Board of Selectmen for funds expended from the Town Treasury. RSA 41:29, covering the duties of the Town Treasurer provides that the majority of the Board of Selectmen has to formally approve all payments. This is being performed commencing in 1986.
- B. Because of the lack of an adequate general ledger system, there was no control over interfund payables and receivables, grant receivables and no indication that year-end financial statements included in the Town reports for both years, recognized any accruals. As a result, financial reports were improperly stated.
- C. As a result of performing an audit of the various cash accounts utilized by the Town as of August 19, 1986 (approximately 30), we reported on various escrow accounts totaling \$196,990 that did not appear in the Town or reconstruction records for 1984 or 1985.
- D. There was a net receivable (of \$239,643) listed as due from the Federal Environmental Protection Agency (EPA) on the Town general fund balance sheet at December 31, 1982 and 1983, which has never been received. Upon further inquiry of the Federal Agency, previous independent auditors and engineering firm, apparently this figure has no supporting documentation.

TOWN OF DURHAM

COMMENTS AND RECOMMENDATIONS

DECEMBER 31, 1984 AND 1985

Management has been advised that only approximately \$30,000 is still available from EPA for the sewer project. As a result of the above finding, the general fund surplus of \$82,413 as reported at December 31, 1983 was adjusted to reflect an actual deficit fund balance of \$205,961 at that date.

The Town is fortunate to have removed the general fund deficit fund balance of over \$200,000 at December 31, 1983 and be in a surplus position of \$64,000 at December 31, 1985, considering the total lack of internal accounting control over the entire financial management system.

- E. There is a definite need to review all of the various individual funds which have been established over a period of time. The purpose and budgetary requirements, to include revenue sources and expenditures allowable, should be clearly defined for the various Town boards and department heads. Included in this group are the following funds and respective fund balances at December 31, 1984 and December 31, 1985.

<u>Fund</u>	<u>Fund Balances</u>	
	<u>December 31, 1984</u>	<u>December 31, 1985</u>
<u>Special Revenues</u>		
Parking Fund	\$21,315	\$48,168
Conservation Commission	12,699	13,387
<u>Capital Projects</u>		
Sewer Projects	35,264	3,285
Water Projects	24,553	34,233

Tax Collector/Town Clerk Department

The Town is extremely fortunate in having a very capable Tax Collector/Town Clerk. The records of this department were in balance for the years audited. We reviewed tax sale compliance procedures in detail and the Tax Collector has complied with the state statutes. The tax department also services as central collection department and is responsible for preparing deposits. We have suggested a revision in the receipt form utilized in reporting the distribution of income in order to expedite this process. There is a definite need to automate this area for all the record-keeping functions to include tax billing and collection.

We do suggest that the Clerk consider utilizing a certified stenotypist to expedite the taking of the minutes of Town Meetings. This will allow for more detail and thoroughness and also provide for prompt formal documents. Also, recording motor vehicle permit fees by permit number in the cash book would facilitate the examination of this revenue source.



## TOWN OF DURHAM

### COMMENTS AND RECOMMENDATIONS

DECEMBER 31, 1984 AND 1985

#### Trustees of Trust Funds

The records of the Trustees of Trust Funds are suitably maintained and interest and individual income has been properly recorded in 1984 and 1985 with the following exception. Gain or loss on the sale of securities was not allocated between the Expendable and Nonexpendable Funds. The Trust Fund reports show the net gain or loss as an increase or decrease in expendable income.

We have suggested to the Trustee bookkeeper that the records be maintained in a manner to reflect gain or loss on the sale of securities against either Nonexpendable or Expendable Trust Funds, as required.

#### Conclusion

Accounting in municipal government is important to local officials for two significant reasons. First, accounting should provide local officials with a high degree of confidence that local government resources are being properly used. Through sound accounting procedures and periodic thorough reviews of internal financial statements, assurance is gained that the resources of the Town are properly safeguarded. Second, and perhaps more important for the purpose of good management, accounting reports should provide local officials with the information needed to evaluate municipal performance and set a course of future action. Complete and timely accounting reports covering such matters as each fund's financial condition, comparative budgetary revenues and appropriations to actual, or the cost of providing specific types of services are vital ingredients to successful management and policymaking.

While a good accounting system is a prerequisite to effective financial management, it is also essential that it enable the public, investors, and other interested parties to evaluate a government's financial position and results of operations.

In conjunction with our report entitled "Accounting System Evaluation" dated July 22, 1986, which elaborates in more detail concerning some of the items mentioned below, we suggest the following accounting practices be adopted by responsible officials and implemented immediately.

#### Recommended Accounting Practices

1. Accounting records should be maintained on a basis consistent with generally accepted accounting principles and in compliance with state statutes and regulations.
2. Accounting procedures should be documented and designed to provide for routine internal checks on the disposition or treatment of all financial transactions.
3. Monthly reports should identify both expenditures and purchase commitments against each element of the budget structure.



TOWN OF DURHAM

COMMENTS AND RECOMMENDATIONS

DECEMBER 31, 1984 AND 1985

4. Periodic internal financial reports should be prepared for each type of fund maintained by the Town. Until such time as an adequate system is implemented and fully understood by the entire staff, a quarterly monitoring of these periodic reports by the independent auditor is strongly recommended.
5. Cost analysis for the Water and Sewer Departments should include allowances for future capital costs along with normal operating costs.
6. All financial activities should be centralized under a single administrator, along with the necessary authority to exercise supervision in this area over the Town's department heads.
7. Data processing should be utilized to assist in the accounting process, and the independent auditors should be utilized in the selection and implementation of any new system.

These steps should provide assurance that controls exist over the record-keeping system and the Board of Selectmen's priorities and desires are being carried out in a timely and responsible manner.

In closing, we wish to thank the administration and staff for their courtesy and assistance extended to us during the course of our examination. The added burden of being in a new position, along with the many disruptions caused as a result of two teams of independent auditors performing the reconstruction and audit of the Town's records, placed a tremendous burden on the new Business Administrator and Staff Accountant. It is to their credit that the 1986 record-keeping has been maintained, considering the disruption and lack of adequate data processing facilities.

If, after you have had an opportunity to review our comments and recommendations, you have any questions or need assistance in modifying or implementing any procedures, we would be happy to meet with you at your convenience to discuss them.

Very truly yours,

*A. Bruce Carr CPA*

CARRI PLODZIK SANDERSON  
Professional Association

TOWN OF DURHAM, NEW HAMPSHIRE

---

## **PURPOSE AND LIMITATIONS OF REVIEW**

The purpose of our study and evaluation was to determine the nature, timing and extent of the auditing procedures necessary for expressing an opinion on the Town's financial statements. Our study and evaluation was more limited than would be necessary to express an opinion on the system of internal accounting control taken as a whole.

The management of the Town of Durham is responsible for establishing and maintaining a system of internal accounting control. In fulfilling this responsibility, estimates and judgments by management are required to assess the expected benefits and related costs of control procedures. The objectives of a system are to provide management with reasonable, but not absolute, assurance that assets are safeguarded against loss from unauthorized use or disposition, and that transactions are executed in accordance with management's authorization and recorded properly to permit the preparation of financial statements, in accordance with generally accepted accounting principles.

Because of inherent limitations in any system of internal accounting control, errors or irregularities may nevertheless occur and not be detected. Also, projection of any evaluation of the system to future periods is subject to the risk that procedures may become inadequate because of changes in conditions, or that the degree of compliance with the procedures may deteriorate.

Our study and evaluation made for the limited purpose described in the first paragraph would not necessarily disclose all material weaknesses in the system. Accordingly, we do not express an opinion on the system of internal accounting control of the Town of Durham taken as whole. However, our study and evaluation disclosed conditions that we believe result in more than a relatively low risk that errors or irregularities in amounts that would be material in relation to the financial statements of the Town of Durham may occur and not be detected within a timely period.

These conditions are described in the preceding report and were considered in determining the nature, timing and extent of the audit tests to be applied in our examination of the 1984 and 1985 financial statements. This report does not affect our report on these financial statements dated October 20, 1986.

The preceding report is intended solely for the use of management and should not be used for any other purpose.

# TOWN TREASURER

## GENERAL FUND:

Balance, 1/1/86 2,264,266.56

## RECEIPTS:

Received from Tax Collector 7,899,170.08  
Received from Town Clerk 310,637.70

## RECEIVED FROM STATE & FEDERAL SOURCES:

Federal Revenue Sharing 103,235.24  
State Shared Revenue 469,866.97  
Total Received from State &  
Federal Sources: 573,102.21

## RECEIVED FROM OTHER SOURCES:

Reimbursements, TAN & Account  
Transfers: 5,486,611.53  
Miscellaneous Receipts 1,157,893.97  
Water Department Reimbursement 30,435.71  
Sewer Department Reimbursement 206,912.98  
Interest 40,702.83  
Total Received from Other Sources: 6,922,557.02  
Total Receipts & Beginning Balance: 17,969,733.57  
Total Cash Disbursements & Account Transfers: (17,064,270.91)

CASH BALANCE 12/31/86: \$905,462.66

## FEDERAL REVENUE SHARING ACCOUNT:

Balance, 1/1/86: 328,483.35

## RECEIPTS:

Federal Revenue Sharing 94,830.00  
Interest 3,488.87  
Total Receipts: 98,318.87

TOTAL RECEIPTS & BEGINNING BALANCE: 426,802.22

Disbursements & Fund Transfer 323,246.00

BALANCE, 12/31/86 \$103,556.22

## SEWER MAINTENANCE ACCOUNT:

Balance, 1/1/86 21,350.55

## RECEIPTS:

Sewer Maintenance 94,910.18  
Miscellaneous Receipts 145,570.18  
Interest 6,793.57

TOTAL RECEIPTS: 247,273.93

TOTAL RECEIPTS & BEGINNING BALANCE: 268,524.48

Disbursements & Account Transfers: 196,152.62

BALANCE, 12/31/86 \$ 72,471.86

SEWER CAPITAL EXPENDITURES ACCOUNT:

Balance, 1/1/86:	27,721.61	
RECEIPTS:		
Miscellaneous Receipts	61,839.30	
Interest	<u>1,442.35</u>	
	63,281.65	
TOTAL RECEIPTS & BEGINNING BALANCE:	91,003.26	
Disbursements	<u>55,628.68</u>	
BALANCE 12/31/86		\$ <u>35,374.58</u>

WATER DEPARTMENT ACCOUNT:

Balance, 1/1/86	7,935.27	
RECEIPTS:		
Sale of Water	114,128.18	
Miscellaneous Receipts	22,360.90	
Interest	<u>3,350.18</u>	
TOTAL RECEIPTS:	<u>139,839.26</u>	
TOTAL RECEIPTS & BEGINNING BALANCE:	147,774.53	
Disbursements & Account Transfers:	<u>90,340.17</u>	
BALANCE, 12/31/86		\$ <u>57,454.36</u>

WATER CAPITAL EXPENDITURES:

Balance, 1/1/86	31,033.35	
RECEIPTS:		
Miscellaneous Receipts	37,455.11	
Interest	<u>738.48</u>	
	<u>38,193.59</u>	
TOTAL RECEIPTS & BEGINNING BALANCE:	69,226.94	
Disbursements	<u>8,100.00</u>	
BALANCE, 12/31/86		\$ <u>61,126.94</u>

WATER DEPARTMENT SAVINGS ACCOUNT:

Balance, 1/1/86	3,533.68	
RECEIPTS:		
Interest	<u>199.76</u>	
	3,733.44	
Disbursements	<u>-0-</u>	
BALANCE, 12/31/86		\$ <u>3,733.44</u>

PARKING FUND ACCOUNT:

Balance, 1/1/86 50,914.26

RECEIPTS:

Parking Permits	3,180.00	
Parking Meters	13,536.00	
Parking Tickets	35,725.35	
Interest	<u>4,904.90</u>	
		<u>57,346.25</u>

TOTAL RECEIPTS &  
BEGINNING BALANCE: 108,260.51

Disbursements 5,315.64

BALANCE, 12/31/86: \$ 102,944.87

BANK OF NEW ENGLAND:

Balance, 1/1/86 824.54

RECEIPTS:

Transfer from General Fund	7,078,855.47	
Tax Anticipation Notes	3,700,103.00	
Interest	<u>38,215.62</u>	
		<u>10,817,174.09</u>

TOTAL RECEIPTS & BEGINNING BALANCE: 10,817,998.63

Disbursements:

TAN Payments	9,617,315.08	
Bond Payments	339,007.50	
Service Charges	80.65	
Transfer to General Fund	<u>860,000.00</u>	
		<u>10,816,403.23</u>

BALANCE, 12/31/86 \$ 1,595.40

WASTEWATER TREATMENT FACILITIES ACCOUNT:

Balance, 1/1/86 1,125.22

RECEIPTS:

18,399.24

19,524.46

Disbursements:

-0-

BALANCE, 12/31/86 \$ 19,524.46

STATE STREET BANK ACCOUNT:

Balance, 1/1/86 4,632.79

RECEIPTS:

-0-

4,632.79

Disbursements:

4,632.79

BALANCE, 12/31/86 -0-



ARLINGTON TRUST COMPANY:

Balance, 1/1/86 100.00

RECEIPTS:

-0-

100.00

Disbursements

100.00

BALANCE, 12/31/86:

\$ -0-

GREASE HANDLING ACCOUNT:

Balance, 1/1/86 408.07

RECEIPTS:

-0-

408.07

Disbursements

408.07

BALANCE, 12/31/86:

\$ -0-

UDAG ACCOUNT:

Balance, 1/1/86 100.00

RECEIPTS:

1,766,100.00

TOTAL RECEIPTS & BEGINNING BALANCE:

1,766,200.00

Disbursements

1,766,160.00

BALANCE, 12/31/86:

\$ 40.00

PAYROLL ACCOUNT:

Balance, 1/1/86 239.06

RECEIPTS:

Transfer from General Fund

681,906.14

TOTAL RECEIPTS & BEGINNING BALANCE:

682,145.20

Disbursements

681,206.86

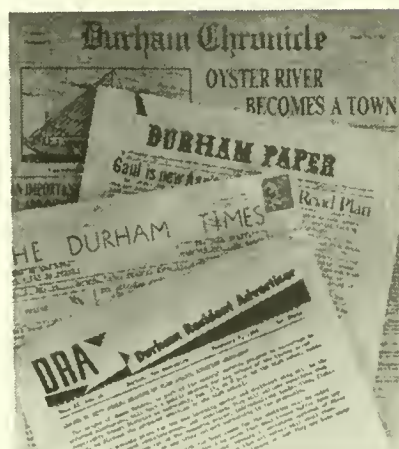
BALANCE, 12/31/86:

\$ 938.34

DEVELOPER ESCROW ACCOUNTS

On Deposit as of 12/31/86:

\$ 165,881.00



Do you remember the several occasions when Durham had its own weekly newspaper?

TOWN OF DURHAM

**STATEMENT OF LONG TERM INDEBTEDNESS**

**FOR THE TWELVE MONTHS ENDED**

**DECEMBER 31, 1986**

<u>Description</u>	<u>Issued</u>	<u>Rate</u>	<u>Maturity</u>	<u>Original Issue</u>
Grease Handling Facilities Note	12/29/72	4.80%	12/01/86	83,000
Water Bond	04/01/75	6.40%	04/01/95	515,000
Sewer Bond	05/15/79	5.65%	05/15/94	1,680,000
Lamprey Regional Solid Waste Cooperative Incinerator Bond	05/15/79	5.70%	05/15/94	2,420,000
Lamprey Regional Solid Waste Cooperative Incinerator Bond	07/01/80	6.40%	07/01/93	450,000
Fire Department Truck Bond	07/01/80	6.40%	07/01/90	140,000
Sewer Bond	07/01/80	6.20%	07/01/90	100,000
Nada Morgan Gravel Pit Obligation	04/24/82	-0- %	04/24/91	36,000
Fire Department Truck Note	09/18/84	7.60%	09/18/89	150,000
Water Note - Mill Road	09/18/84	7.60%	09/18/89	25,000
Sewer Note - Mill Road	09/18/84	7.60%	09/18/89	33,000
Fire Station Renovations Note	09/18/84	7.60%	09/18/89	290,000
Mill Road Reconstruction Note	04/02/85	7.25%	04/02/90	150,000
Copier Note	09/16/85	7.25%	09/16/88	9,000

TOTAL INDEBTEDNESS:

TOWN OF DURHAM  
STATEMENT OF LONG TERM INDEBTEDNESS  
FOR THE TWELVE MONTHS ENDED  
DECEMBER 31, 1986

PRINCIPAL					INTEREST		
Balance January 1, 1986	Paid 1986	Balance December 31, 1986	Amount Due		Paid 1986	Amount Due	
			1987	1988 & Subsequent		1987	1988 & Subsequent
5,534	5,534	-0-	-0-	-0-	224	-0-	-0-
250,000	25,000	225,000	25,000	200,000	15,200	13,600	51,200
990,000	110,000	880,000	110,000	770,000	52,827	46,613	152,267
1,440,000	160,000	1,280,000	160,000	1,120,000	77,520	68,400	223,440
275,000	35,000	240,000	35,000	205,000	17,600	15,360	45,120
65,000	15,000	50,000	15,000	35,000	4,160	3,200	4,160
50,000	10,000	40,000	10,000	30,000	3,100	2,480	3,720
24,000	4,000	20,000	4,000	16,000	-0-	-0-	-0-
120,000	30,000	90,000	30,000	60,000	9,121	6,841	6,841
20,000	5,000	15,000	5,000	10,000	2,007	1,505	1,505
26,400	6,600	19,800	6,600	13,200	1,519	1,139	1,139
232,000	58,000	174,000	58,000	116,000	17,632	13,224	13,224
150,000	30,000	120,000	30,000	90,000	9,788	7,612	9,787
9,000	3,000	6,000	3,000	3,000	653	435	217
	<u>\$497,134</u>	<u>\$3,159,800</u>	<u>\$491,600</u>	<u>\$2,668,200</u>	<u>\$211,351</u>	<u>\$180,409</u>	<u>\$512,620</u>

# REVENUE SHARING REPORT

## Audited Balances—1986

Fund Balance as of 12/31/85 5,238

RECEIPTS:

Received from Federal Revenue Sharing, 1986 94,830  
Interest 3,489

TOTAL FUNDS AVAILABLE: 103,557

### 1986 APPROPRIATIONS AND EXPENDITURES

<u>Description</u>	<u>Appropriation</u>	<u>Expended</u>	
Town Beautification	7,600	2,657	
Police Cruiser	11,366	11,200	
Health Agencies	10,878	10,878	
Library	28,435	28,435	
Town Assistance	9,500	2,596	
Public Works Salaries	13,830	13,830	
Ambulance Service	<u>13,330</u>	<u>13,330</u>	
 Total Proposed:	 94,939		
 Total Expended:		 82,926	 <u>82,926</u>
  FUND BALANCE: 12/31/86:			  \$ <u>20,631</u>

## VALUATION

Year	1984	1985	1986
Percent of Valuation	58	52	46
Land and Buildings	\$ 87,371,269	\$ 91,394,186	\$ 96,102,334
Electric Property	2,194,420	2,194,420	2,194,420
Sub-Total	89,565,689	93,588,606	98,296,754
Elderly, Blind, Handicapped & Solar Exemptions	- 156,490	- 116,890	- 119,190
TOTAL FOR TAXATION:	\$ 89,409,199	\$ 93,471,716	\$ 98,177,564

## COMPARATIVE TAX RATE PER \$1,000 ASSESSED VALUATION

Year	1984	1985	1986
Town	\$ 15.44	\$ 16.77	\$ 15.65
County	4.41	5.29	4.41
School	29.54	30.62	34.12
TOTAL MILLAGE:	\$ 49.39	\$ 52.68	\$ 54.18

The Board of Selectmen has recently received questions concerning how the property tax rate is determined by the State's Department of Revenue Administration. To illustrate this process, we have recreated this year's formula below. The State begins with the total appropriations, submits this figure to various additions and subtractions as indicated below and arrives at the amount of property taxes to be raised. This figure is then divided by the Town's total valuation for the tax rate.

## DETERMINING THE TAX RATE—EXAMPLE

Total Town Appropriations	+	3,781,197.00
Total Revenues and Credits	-	2,229,078.00
Net Town Appropriations	=	1,552,119.00
Net School Tax Assessments(s)	+	3,571,400.00
County Tax Assessment	+	446,290.00
Total of Town, School and County	=	5,569,809.00
DEDUCT Total Business Profits Tax Reimbursement	-	303,790.00
ADD War Service Credits	+	23,213.00
ADD Overlay	+	30,034.00
Property Taxes To Be Raised	=	5,319,266.00

Valuation	Tax Rate	Property Taxes To Be Raised
\$98,177,664.00	X 54.18	= \$5,319,266.00





Members of Board of Selectmen pictured above.  
 First row, Chairman Patricia L. Fisk,  
 Shirley A. Thompson.  
 Rear row, Owen B. Durgin, Norman W. Stiles.  
 Absent when picture was taken,  
 Mary Campbell, left.



1987

TOWN WARRANT

1987 BUDGET

PROPOSED CHARTER FOR THE TOWN OF DURHAM



Warrant	W-1
Budget as Posted	W- 16
Itemized Budget	W- 20
Charter	C-1



1987 TOWN WARRANT  
TWO HUNDRED AND FIFTY-SIXTH MEETING

To the inhabitants of the Town of Durham, County of Strafford, State of New Hampshire qualified to vote in town affairs:

You are hereby notified to meet at the Oyster River Cooperative High School Cafeteria, Durham, New Hampshire- on Tuesday, the tenth day of March, 1987, A D., at 8:00 A.M. (E.S.T.) to act on the following ballot articles:

1. 2 3, 4- 5. 6 and 7.

As provided by law, there can be no discussion on these articles prior to the balloting.

Absentee ballots will be processed beginning at 11:00 A.M.

POLLS WILL CLOSE AND ACTION BY BALLOTING on the articles referred to above and listed below will cease at 7:00 P.M. The ballots will then be counted and the results announced.

Further, in compliance with action approved by the Town Meeting on March 7. 1972 (Article 2), you are hereby notified to meet at the Oyster River Cooperative High School Gymnasium at 7:00 P.M on Wednesday, March 11, 1987 to act on all other articles in this warrant.

ARTICLE 1 (VOTE BY BALLOT) To choose two (2) Selectmen for a term of three (3) years; one (1) Town Clerk-Tax Collector for a term of three (3) years; one (1) Treasurer for a term of three (3) years; one (1) Trustee of Trust Funds for a term of three (3) years; four (4) Budget Committee members for a term of three (3) years; four (4) Budget Committee members for a term of two (2) years; one (1) Budget Committee member for a term of one (1) year, and all other elective officers for the ensuing year.

ARTICLE 2. (VOTE BY BALLOT) To see if the Town will vote to approve the Charter recommended by the Charter Commission.

Adoption of the charter will:

create a nine-member elected Council. which will replace the current Board of Selectmen and the Budget Committee and which will meet periodically year round with budgetary and legislative authority;



establish a position of Town Administrator responsible to the Council and place responsibility for all operating departments under said Administrator;

retain a town meeting for the hearing of reports of the officers of the Town

but

transfer the budgetary and legislative authority of the Town Meeting to the above nine-member Council;

institute a six-year capital improvement plan (updated annually) covering all major Town facilities and related costs;

make the presently elective position of Treasurer appointive (by the Council) and in 1990 make the elected position of Town Clerk-Tax Collector appointive and responsible to the Town Administrator.

ARTICLE 3. (VOTE BY BALLOT) Are you in favor of the adoption of Amendment No. 1 as proposed by petition of the voters of this Town?

(PURPOSE: This petitioned article proposes to amend Article 13 (Wetlands Conservation District) to strengthen the controls on building in this district by limiting development in areas having soils which are defined as being poorly drained and by limiting dredging and filling in those areas. This proposal also calls for the increasing of certain setbacks from areas covered by the Wetlands Conservation District.

That Article 13 of the Zoning Ordinance of the Town of Durham be amended as follows:

1. On page 13-1. amend 13.10 to read:

"Key to Soil Drainage Classes" found in the Society of Soil Scientists of Northern New England document HIGH INTENSITY SOIL MAPS FOR N.H., 5/23/86; surface waters; and wetlands associated with salt water- as defined herein." rather than:

"Soil Survey of Strafford County, New Hampshire," issued March 1973," as it reads now.

2. Add to the end of the same paragraph: "THE WETLAND CONSERVATION DISTRICT MAP IS TO BE USED AS A GUIDE ONLY THE PRECISE LOCATION OF A WETLAND BOUNDARY IN ANY PARTICULAR CASE MUST BE DETERMINED BY ON-SITE INSPECTION OF SOIL TYPES OR VEGATATION."



3. On page 13-1- section 13.20 (which outlines the Purposes of the Wetlands Conservation District Article) subsection 1 the words: "OR TOXIC SUBSTANCES" so that it reads:

"Control and regulate the development of structures, and of land use on naturally occurring wetlands which could contribute, if uncontrolled, to pollution of surface and groundwater by sewage or septic systems OR TOXIC SUBSTANCES."

4. On page 13-1- add to 13.20 another Purpose which reads:

"6. PREVENT DAMAGE TO ABUTTERS' STRUCTURES AND PROPERTIES."

5. On page 13-2, rewrite section 13.32 a. which specifies Permitted Uses on poorly drained soils, to read:

"a. FOR POORLY DRAINED SOIL GROUPS AREAS:

ANY USE PERMITTED UNDER SECTION 13.31 WITH THE ADDITION OF THE CONSTRUCTION OF TEMPORARY FORESTRY-RELATED, UNPAVED ACCESS ROADS WHEN USING MANAGEMENT PRACTICES WHICH PROTECT STREAMS FROM DAMAGE AND PREVENT SEDIMENTATION."

rather than:

"a. Any use (including habitable structures) that is compatible with the intent and purpose of this ordinance is permitted, provided that such use is otherwise permitted in the Use District which this District overlays. However, for any use other than the permitted uses, review and approval by the Durham Planning Board in consultation with a qualified soil scientist\*, is required

b. Forestry or tree farming;

c. Agriculture, including grazing, farming, truck gardening and harvesting of crops;

d. Water impoundments and the construction of well water supplies;

e. Drainage ways such as streams creeks and other paths of normal runoff;

f. Wildlife habitat development and management;

g. Parks and recreation uses, excepting such as may be inconsistent with the purpose and intentions of Section 13.20;

h. Conservation areas and open trails;

i. Open space in accordance with subdivision regulations and other sections of this ordinance."

6. On page 13-3 revise 13.33 by replacing the existing words with:

"13.33 a. UNDER THE PROVISIONS OF RSA 674:21 II, THE PLANNING BOARD MAY GRANT APPROVAL FOR THE CONSTRUCTION OF: STREETS, ROADS AND OTHER ACCESS WAYS; AND UTILITIES. INCLUDING PIPELINES POWERLINES AND OTHER TRANSMISSION LINES, PROVIDED THAT ALL OF THE FOLLOWING CONDITIONS ARE FOUND TO EXIST:

1. NO ALTERNATIVE LOCATION OUTSIDE THE WETLAND OR WHICH HAS LESS DETRIMENTAL IMPACT ON A WETLAND IS FEASIBLE.
2. THE PROPOSED CONSTRUCTION IS ESSENTIAL TO THE PRODUCTIVE USE OF OTHER LAND WHICH IS NOT WITHIN THE WETLAND CONSERVATION DISTRICT.
3. DESIGN, CONSTRUCTION AND MAINTENANCE METHODS WILL BE SUCH AS TO MINIMIZE DETRIMENTAL IMPACT UPON THE WETLAND AND WILL INCLUDE RESTORATION OF THE SITE AS NEARLY AS POSSIBLE TO ITS ORIGINAL GRADE AND CONDITION.
4. ECONOMIC ADVANTAGE IS NOT THE SOLE REASON FOR THE PROPOSED LOCATION OF THE CONSTRUCTION."

b. STRUCTURES MAY BE ERECTED ON POORLY DRAINED SOILS AS A COMMON TREATMENT OF LAND ASSOCIATED WITH A PERMITTED USE UNDER SECTION 13.32, IF DETERMINED BY THE PLANNING BOARD TO HAVE NO ADVERSE IMPACT ON THE WETLAND. CONDITIONS 13.33 a (1) AND (3) ABOVE MUST BE MET IN ORDER TO RECEIVE PLANNING BOARD APPROVAL FOR SUCH USES. STRUCTURES ERECTED IN ASSOCIATION WITH PERMITTED USES SHALL NOT INCLUDE RESIDENTIAL STRUCTURES."

This replaces the following sentence:

"13.33 For both soil group areas the following uses may be permitted after site review and approval by the Planning Board:

- a. Streets, roads and other access ways if essential to the productive use of land;
- b. Utility rights of ways easements including power lines and pipelines."

7. On page 13-3 after 13.33, add the following four sections, 13.34, 13.35, 13.36 and 13.37:

"13.34 SPECIAL EXCEPTIONS FOR EXISTING LOTS

a. ON AN EXISTING LOT. THE ERECTION OF A STRUCTURE WITHIN THE WETLANDS CONSERVATION DISTRICT MAY BE PERMITTED BY SPECIAL EXCEPTION IF THE ZONING BOARD OF ADJUSTMENT, AFTER DUE PUBLIC NOTICE AND PUBLIC HEARING FINDS THAT SUCH EXCEPTION COMPLIES WITH ALL OTHER APPLICABLE REQUIREMENTS SET FORTH IN THIS ARTICLE, AND WITH EACH OF THE FOLLOWING:

1. THE LOT UPON WHICH THE EXCEPTION IS SOUGHT WAS AN OFFICIAL LOT OF RECORD, AS RECORDED IN THE STRAFFORD COUNTY REGISTRY OF DEEDS PRIOR TO THE DATE ON WHICH THIS ARTICLE WAS POSTED AND PUBLISHED IN THE TOWN.

2. THE USE FOR WHICH THE EXCEPTION IS SOUGHT CANNOT BE CARRIED OUT ON A PORTION OR PORTIONS OF THE LOT WHICH ARE OUTSIDE THE WETLANDS CONSERVATION DISTRICT WITHOUT UNDUE HARDSHIP.

3. DUE TO THE PROVISIONS OF THE WETLAND CONSERVATION DISTRICT, NO REASONABLE AND ECONOMICALLY VIABLE USE OF THE LOT CAN BE MADE WITHOUT THE EXCEPTION.

4. THE DESIGN AND CONSTRUCTION OF THE PROPOSED USE WILL, TO THE EXTENT PRACTICAL, BE CONSISTENT WITH THE PURPOSE AND INTENT OF THIS ARTICLE.

5. THE PROPOSED USE WILL NOT CREATE A THREAT TO INDIVIDUAL OR PUBLIC HEALTH, SAFETY AND WELFARE, SUCH AS THE DEGRADATION OF GROUND OR SURFACE WATER OR DAMAGE TO SURROUNDING PROPERTIES.

6. ALL OTHER STATE, FEDERAL AND LOCAL APPROVALS REQUIRED FOR THE PROJECT HAVE BEEN OBTAINED.

b. PRIOR APPROVAL SHALL BE OBTAINED FROM THE PLANNING BOARD WHERE SITE REVIEW IS REQUIRED. AT THE TIME OF SUBMISSION TO THE ZONING BOARD OF ADJUSTMENT, THE CONSERVATION COMMISSION, HEALTH OFFICER, AND THE PLANNING BOARD SHALL BE INFORMED OF THE APPLICATION FOR SPECIAL EXCEPTION.

c. THE ZONING BOARD OF ADJUSTMENT OR PLANNING BOARD MAY THEMSELVES OR UPON PETITION FROM ABUTTERS, THE BUILDING INSPECTOR, OR CONSERVATION COMMISSION, HIRE QUALIFIED CONSULTANTS TO PREPARE SUCH STUDIES AS ARE NECESSARY TO DETERMINE WHETHER THE CONDITIONS SET FORTH ABOVE HAVE BEEN MET AND SHALL DETERMINE WHAT PARTY SHALL BEAR THE COST OF SUCH STUDIES.

### 13.35 PROVISIONS FOR EXISTING USES

a. STRUCTURES AND USES EXISTING PRIOR TO THE DATE ON WHICH THIS ARTICLE WAS ENACTED MAY BE CONTINUED. PROVIDED THAT SUCH USE SHALL NOT BE EXPANDED FURTHER TO ENCROACH UPON THE WETLAND OR DESIGNATED BUFFER ZONE.

b. NOTWITHSTANDING OTHER PROVISIONS OF THIS ARTICLE, THE CONSTRUCTION OF ATTACHED ADDITIONS TO ONE- AND TWO-FAMILY DWELLINGS SHALL BE PERMITTED WITHIN THE WETLANDS CONSERVATION DISTRICT, PROVIDED THAT:

1. THE DWELLING LAWFULLY EXISTED PRIOR TO THE DATE ON WHICH THIS ARTICLE WAS ENACTED;



2. THE NUMBER OF DWELLING UNITS IS NOT INCREASED; AND

3. THE PROPOSED CONSTRUCTION CONFORMS WITH ALL OTHER APPLICABLE ORDINANCES AND REGULATIONS OF THE TOWN OF DURHAM.

c. WHERE AN EXISTING BUILDING WITHIN THE WETLAND OR BUFFER ZONE IS DESTROYED OR IN NEED OF EXTENSIVE REPAIR. IT MAY BE REBUILT, PROVIDED THAT: SUCH REBUILDING IS COMPLETED WITHIN ONE YEAR OF THE EVENT CAUSING DESTRUCTION; THE NEW OR REBUILT STRUCTURE SHALL NOT EXTEND FURTHER INTO THE WETLAND OR BUFFER ZONE THAN THE ORIGINAL FOUNDATION; AND THE RESULT WILL NOT BE A NEW OR INCREASED THREAT TO THE WETLAND.

#### 13.36 LOT SIZE DETERMINATION IN WETLANDS

a. AREAS OF POORLY DRAINED SOIL MAY BE USED TO FULFILL 25% OF THE MINIMUM LOT SIZE REQUIRED BY TOWN ORDINANCES AND SUBDIVISION REGULATIONS, PROVIDED THAT THE NON-WETLAND AREA IS SUFFICIENT IN SIZE AND CONFIGURATION TO ADEQUATELY ACCOMMODATE ALL BUILDINGS AND REQUIRED UTILITIES SUCH AS SEWAGE DISPOSAL AND WATER SUPPLY (INCLUDING PRIMARY AND AUXILIARY LEACH FIELD LOCATIONS) WITHIN REQUIRED ZONING SETBACKS AND SETBACKS FROM THE WETLAND AREA.

b. LOTS SERVED BY MUNICIPAL WATER AND SEWER MAY USE AREAS OF POORLY DRAINED SOIL TO FULFILL UP TO 50% OF THE MINIMUM REQUIRED LOT SIZE.

c. NO AREAS OF SURFACE WATER, WETLAND ASSOCIATED WITH SALT WATER, OR AREAS DESIGNATED AS VERY POORLY DRAINED SOIL MAY BE USED TO SATISFY MINIMUM LOT SIZES.

#### 13.37 BUFFER ZONE

a. NO SEPTIC SYSTEM, LEACH FIELD OR OTHER WASTE DISPOSAL FACILITY SHALL BE INSTALLED WITHIN 75 FEET OF THE EDGE OF ANY WETLAND. NO OTHER BUILDING ACTIVITY, INCLUDING BUT NOT LIMITED TO STRUCTURES, ROADS, AND PARKING AREAS, SHALL BE PERMITTED WITHIN 50 FEET OF ANY POORLY DRAINED SOIL, EXCEPT AS PROVIDED IN 13.35 c., NOR SHALL SUCH BUILDING ACTIVITY BE PERMITTED WITHIN 75 FEET OF ANY VERY POORLY DRAINED SOIL OR SURFACE WATER.

b. A FAILED SEPTIC SYSTEM WITHIN 75 FEET OF ANY WETLAND MUST BE REPLACED ON LAND OUTSIDE THE BUFFER ZONE, UNLESS THE PLANNING BOARD MAKES A DETERMINATION THAT SUCH PLACEMENT IS NOT PHYSICALLY POSSIBLE.

8. On page 13-3, rewrite 13.40 RECLASSIFICATION OF SOILS to read:

"If the soil classification is challenged by an applicant. an abutter, a LANDOWNER, THE BUILDING INSPECTOR. THE CONSERVATION COMMISSION or the Planning Board. PETITION SHALL BE MADE IN WRITING BY THE CHALLENGER TO THE PLANNING BOARD. THE PLANNING BOARD SHALL DETERMINE WHETHER A QUALIFIED SOIL SCIENTIST SHOULD CONDUCT AN ON-SITE INVESTIGATION AND AT WHOSE EXPENSE. THE SOIL SCIENTIST SHALL PRESENT EVIDENCE IN WRITTEN FORM TO THE PLANNING BOARD, WHICH EVIDENCE SHALL FORM THE BASIS FOR THE BOARD'S DECISION." This

replaces the words:

"If the soil classification is challenged by the applicant, an abutter, or the Planning Board and adequate evidence to support that challenge is presented to the Planning Board by a qualified soil scientist.\* the Planning Board may determine that the restrictions pertaining to the challenged soil classification in this ordinance do not apply."

9. On page 13-3 add the following:

"13.42 OTHER PROVISIONS

a. ANY WETLAND ALTERED IN VIOLATION OF THIS ORDINANCE SHALL BE RESTORED AT THE EXPENSE OF THE VIOLATOR(S). AS PROVIDED BY RSA 483-A:5.

b. NO APPROVAL OR WAIVER OF PERMITS BY STATE OR FEDERAL AGENCIES SHALL PREEMPT THE ABILITY OF THE PLANNING BOARD OF THE ZONING BOARD OF ADJUSTMENT TO SEEK ADDITIONAL INFORMATION OR TO MAKE AN INDEPENDENT JUDGMENT AS TO THE ACCEPTABILITY OF A LOT OR ALTERATION OF LAND."

10. On page 13-3 and 13-4, Section 13.51 is to be replaced in its entirety to read:

"13.51 DEFINITIONS

a. WETLANDS

WETLANDS ARE AREAS WHERE SOILS, LAND TYPES AND VEGETATIONAL COMMUNITY CONSIST OF ANY OF THE FOLLOWING:

1) POORLY DRAINED AND VERY POORLY DRAINED SOILS

IN ADDITION TO THE DEFINITIONS CONTAINED HEREIN, SOIL SCIENTISTS SHALL USE THE "KEY TO SOIL DRAINAGE CLASSES" FOUND IN THE SSSNNE DOCUMENT HIGH INTENSITY SOIL MAPS FOR NH. 5/23/86.

POORLY DRAINED SOILS ARE SOILS WHERE WATER MOVES TO SLOWLY THAT THE WATER TABLE IS AT OR WITHIN 12 INCHES OF THE GROUND SURFACE FOR 6-9 MONTHS OF THE YEAR.

VERY POORLY DRAINED SOILS ARE SOILS IN AN AREA WHERE WATER IS REMOVED SO SLOWLY FROM THE SOIL THAT THE WATER TABLE IS AT OR WITHIN 12 INCHES OF THE GROUND SURFACE FOR 9-10 MONTHS OF THE YEAR. WHEREVER REFERENCE IS MADE TO VERY POORLY DRAINED SOILS. THIS SHALL ALSO INCLUDE:

a) WETLANDS ASSOCIATED WITH SALT WATER, DEFINED AS LANDS:

- SUBJECT TO TIDAL ACTION OR WHICH BORDER ON, ARE CONNECTED TO, OR WERE FORMERLY CONNECTED TO TIDAL WATERS, WHOSE ELEVATION DOES NOT EXCEED 3 1/2 FEET ABOVE LOCAL MEAN HIGH TIDE, AND



- WHICH ARE CAPABLE OF, OR DO SUPPORT ANY OF THE VEGETATION LISTED IN RSA 483-A:1-a

b) SURFACE WATERS, DEFINED AS SALT OR FRESH WATER PONDS, LAKES, CREEKS, AND BAYS AND PERENNIAL RIVERS OR STREAMS THE BOUNDARIES OF WHICH ARE THE LOCAL MEAN HIGH TIDE OR MEAN SEASONAL HIGH WATER LEVEL, OR FOR DAMMED STREAMS. THE HEIGHT OF THE DAM.

b. BUFFER\_ZONE: THE BUFFER ZONE IS: FOR SEPTIC SYSTEMS, 75 FEET FROM THE EDGE OF ANY WETLAND; FOR OTHER BUILDING ACTIVITY. 50 FEET FROM ANY POORLY DRAINED SOIL AND 75 FEET FROM ANY VERY POORLY DRAINED SOIL, INCLUDING SURFACE WATERS.

This replaces the following:

### "13.51 Definitions

a. Wetlands. The U. S Soil Conservation Service has defined wetlands as those areas composed of wetland soils. These are mineral and organic soils which are rated as poorly or very poorly drained; that is, those soils having a water table at or near the ground surface for seven or more months of the year.

The soils identified as very poorly drained are:

<u>Soil_Symbol</u>	<u>Soil_Name</u>
BE	Biddeford
Fa	Fresh Water Marsh
Ml	Mixed Alluvial Land
Mp	Muck and Peat
Ru	Rumney
Ta	Tidal Marsh

The soils identified as poorly drained are:

<u>Soil_Symbol</u>	<u>Soil_Name</u>
LeA	Leicester
LrB	Leicester Ridgebury
Sb	Saugatuck
ScA, ScB	Scantic
SwA	Swanton

Very poorly drained soils, in this classification, are those in areas of periodic flooding and/or those having the most severe limitations because of high water table.

Poorly drained soils are those characterized as having high water tables, within which may be areas suitable for habitable development if well-planned drainage can be accomplished.

NOTE: Buxton (Bza-B) soils are borderline but not included in this wetland definition although they have slow internal drainage.

A detailed description of soils is included in the publication, "Soil Survey of Strafford County, New Hampshire," issued March 1973 which is on file with the Town Clerk, the Planning Board and the Zoning Board of Adjustment.

All pertinent notations, soil mapping unit designations, and other information shown in this publication, shall be as much a part of this ordinance as if the matters and things set forth by this document were fully described herein."

(Petitioned by 57 legal voters as follows: Richard H. Lord, Stephen N. Roberts, Janice C. Roberts, Ruth T Broderick, John W Hatch, Jananne M. McNitt, Duncan Bruce, Jr., Nancy P Sandberg, Malcolm Sandberg, Francis E. Robinson, Elizabeth W Robinson, Helen C. Heald, L. Franklin Heald, Alex L. Shigo, Marilyn Shigo, Robert Stuttig, Charles H. Burnham, Ann M. Burnham, Eileen Halloran, David Mussulman, Jack G. Smith, June W Colvin, John H. Woodruff, Elizabeth C. Woodruff, Mary E Glenn, Charles W Owens, Barbara J Owens Theodore E. Howard, Robert D. Harter, James P Barrett, Douglas E Morris, Chris E. Penniman, Dorothy W Davis, June M. Durnall, Edward J Durnall, Wm. D. Penhale, Lloyd H Heidgerd, John A. Beckett, Edna B. Heidgerd, A. Linn Bogle, Annmarie Harris, Edward G Howe, Joan Darlington, Sidney Darlington, Ronald B Willoughby Christopher J Gorman, David P Olson, Ralph E. Colby Jr., Richard Blakemore, Theodore R. Comstock, Darleen J Willoughby, Eileen M Betts, Larry G. Harris, John E. Carroll, Margaret P. Bogle, Diana C. Carroll, Shirley Glanz.) (Not recommended by the Planning Board)

ARTICLE 4 (VOTE BY BALLOT) Are you in favor of the adoption of Amendment No. 2 as proposed by petition of the voters of this Town?

(PURPOSE: This proposed amendment to the Durham Zoning Map would change the zoning classification of eight parcels of land in the area bounded by Dover Road, Beards Creek, the Oyster River and Old Landing Road from RA (Residence A) to RC (Residence Coastal)

We, the undersigned voters of the Town of Durham, pursuant to RSA 675:4, hereby petition to amend the zoning map of the Town of Durham to change the zoning classification of the below described parcels of land on the Durham Tax Map from zoning classification "RA" to zoning classification "RC."

1. Map 5, Lot 6, Plot 5
2. Map 5, Lot 6, Plot 4
3. Map 10, Lot 20, Plot 1
4. Map 10, Lot 20, Plot 2
5. Map 10, Lot 20, Plot 3
6. Map 10, Lot 20, Plot 4

7. Map 10, Lot 20, Plot 5

8. Land of the Town of Durham located easterly of Newmarket Road, southerly of Old Landing Road, southerly of Durham Tax Parcel Map 5, Lot 6, Plot 5 and northerly of the Oyster River. as shown on Durham Tax Sheet 5.

(Petitioned by 30 legal voters as follows: Catherine L Nadeau. Helen B. Mitchell, Leonard A. Klein, Joseph P Nadeau, Marion N Van Allen, Joan E. Friel. Susan Renner, Charles A. Jellison, Kathleen Houle, Phyllis G. Jellison, Jane R Bucklin, Elwood A. Bucklin. Frederick P. Murray, Arnold S Linsky. Elizabeth S. Linsky. Johanne Jelmsberg, James R. Jelmsberg, Jayne Goding, Marion M. Bartlett, Judy Coburn, Arthur E Bartlett, Andrea J Bartlett, Frances K. Silverman. Robert J Silverman. Sam Rosen Mary Rosen. Beverly I. Kozman, Isobel A. Korbel, John Korbel, Jessie McKone.) (Not recommended by the Planning Board)

ARTICLE 5. Are you in favor of adoption of Amendment No. 3 as proposed by the Planning Board for the Town Zoning Ordinance as follows?

To adopt by reference as an ordinance the 1984 BOCA Basic Building Code, as amended, as established by the Building Officials and Code Administrators International, Inc.

ARTICLE 6. Are you in favor of the adoption of Amendment No. 4 as proposed by the Planning Board for the Town Zoning ordinance as follows?

(PURPOSE: This proposal would amend the provisions of the Zoning Ordinance relating to cluster development to provide that the buffer area cannot be used in calculating the common area requirement, to increase the buffer area to 100 feet and to decrease the maximum density in the RA zone.

12.44 Minimum Common Area. The Common Area for any Cluster shall not be less than 25 percent of the total area of the tract to be so subdivided and of this minimum, not less than 40 percent shall be developable land. The area of the buffer shall not be used to satisfy the requirements of the minimum common area.

12.45 Minimum Buffer. All Cluster Developments shall have a minimum of a 100 foot perimeter buffer between any structure and a perimeter property line, including any street line, of the subdivision.



12.50 CONTROLS OF DENSITIES, DWELLING TYPE AND LOTS (CLUSTER DEVELOPMENTS)

Table 12.51 -- Density, Dwelling Type and Lot Area Per Dwelling Unit (D.U.)

Zoning (See Sec. 12.46) District      Sewer      Water			Max. No. of D.U. on Tract:		Permitted Dwelling Types & Min. Lot Area per D. U.			
			Total Area Sq. Ft.	Developable Area of area divided by	Single	Duplex	Town House	Hsg. Eld.
Townhouse Elderly RA	Yes	Yes	15,000	-----	no	no	yes	SE
Singles & Duplexes	Yes	Yes	15,000	-----	yes 7,500	yes 5,000	yes 2,000 <sup>2</sup>	SE
RT-20	Yes	Yes	15,000	-----	yes 7,500	yes 5,000	yes 2,000 <sup>2</sup>	SE
Townhouse Elderly RT-40 RB	Yes	No	30,000	-----	yes 15,000	yes 7,500	yes 2,000 <sup>2</sup>	SE
Singles & Duplexes	No <sup>3</sup>	yes	---	30,000 <sup>4</sup>	yes <sup>4</sup> 15,000 <sup>4</sup>	no	no	no
RT-80	No <sup>3</sup>	No	---	60,000 <sup>4</sup>	yes <sup>4</sup> 30,000 <sup>4</sup>	no	no	no
Townhouse Elderly RC	Yes	No	80,000	-----	yes 40,000	no	no	no
Singles & Duplexes	No <sup>3</sup>	No	---	80,000 <sup>4,6</sup>	yes 40,000 <sup>4,6</sup>	no	no	no
Townhouses & Elderly R	Yes	No	80,000	-----	yes 40,000	no	yes <sup>5</sup> 2,000 <sup>2</sup>	no
Singles & Duplexes	No <sup>3</sup>	No	---	80,000 <sup>4,6</sup>	yes 40,000 <sup>5,6</sup>	no	no	no
Mobile Home Subdivision	No <sup>3</sup>	No	---	80,000 <sup>4</sup>	yes 40,000			

NOTES:

- 1. Housing for Elderly by Special Exception.
- 2. Plus off-street parking areas as required by Sections 6.30 and 6.40, which may be combined for several or all units, but not within the required minimum Common Area. See Sect. 5.31.b. for Exceptions for Housing for the Elderly.

Z. O. amended 1974, 1978, 1980, 1982, 1986

ARTICLE 7. Are you in favor of the adoption of Amendment No. 5 as proposed by the Planning Board for the Town Zoning Ordinance as follows?

(PURPOSE: This proposed article would amend Article 1.4 to include septic leaching systems within the definition of structure.)

Structure means anything constructed or erected with a fixed location on the ground, or attached to something having a fixed location on the ground. Structure includes, but is not limited to a building, swimming pool, mobile home, billboard, pier, wharf, septic and leaching systems. It shall not include a minor installation such as a fence less than four (4) feet high, mailbox, or flag pole. Also, Radio-TV Tower means a free-standing or attached structure. 20 to 75 feet high, used to facilitate amateur radio transmission and/or radio or TV reception that is mounted on an approved base, is secured by adequate guide wires and/or braces and is properly grounded. Specific technical information will be required for any such proposed structure over 75 feet in height. Sufficient land must surround any such tower so as to insure against damage to abutting properties should said tower collapse.

THE PRECEDING CONCLUDES THE OFFICIAL BALLOT ARTICLES

ARTICLE 8 To see if the Town of Durham will vote to raise and appropriate the sum of Seventy Five Thousand Dollars (\$75,000) for the purchase of new radio console equipment for use by the Durham/UNH Communications Center such sums to be raised through the issuance of bonds or notes not to exceed Seventy Five Thousand Dollars (\$75,000) under and in compliance with the Municipal Finance Act (RSA 33:1. as amended), and to authorize the Board of Selectmen to issue and negotiate such bonds or notes and to determine the rate of interest thereon, and to take such other actions as may be necessary to effect the issuance, negotiation. sale and delivery of such bonds or notes as shall be in the best interests of the Town of Durham. The University of New Hampshire will reimburse the Town for 60% of the cost of principal and borrowing.  
(Two-thirds majority required to pass.)  
(Ballot after discussion.)  
(Recommended by the Budget Committee.)

ARTICLE 9. To see if the Town of Durham will vote to raise and appropriate the sum of Eighty Three Thousand Dollars (\$83,000) for the purchase of a new 1986 Catapiller #G-120 grader, such sums to be raised through the issuance of bonds or notes not to exceed Eighty Three Thousand Dollars (\$83,000) under and in compliance with the Municipal Finance Act (RSA 33:1 as amended). and to authorize the Board of Selectmen to issue and negotiate such bonds or notes and to determine the rate of interest thereon. and to take such other actions as may be necessary to effect the issuance, negotiation. sale and delivery of such bonds or notes as shall be in the best interests of the Town of Durham. (Two-thirds majority required to pass.)  
(Ballot after discussion.)  
(Recommended by the Budget Committee.)



ARTICLE 10. To see if the Town of Durham will authorize the raising and spending of \$15,000 (Fifteen Thousand Dollars) for use by the Durham Police Department in special investigations in enforcing the laws against the use and trafficking of illegal substances in the Town of Durham. (Petitioned by 27 legal voters. as follows: Robert J. Doty, Elizabeth Ustick, Pamela H. Shaw, Alden L Winn, Marguerite Damon, Jessie A. Beane, Lillian M Lurvey, June R. McGarrell. Laverna E. Murphy, Polly T Staiback, Jane Lord, Donald F. Hill, Dorothea Thompson, Edward G. Howe, Katharine B Howe, Elinor T. Doyle. Gloria Willey, Harold C. Hurd, Ruth H Hurd, Hazel L Hewitt, Doris Thede. Edward F. Smith, Lindol French, Jr.. Barbara T French, Janet Doty, Barbara Carr, Donald M. Sumner.) (Recommended by the Budget Committee)

ARTICLE 11. To see if the Town will vote to appropriate and authorize the withdrawal from the Federal Revenue Sharing Fund for use as setoffs against budgeted appropriation for the following specific purposes and in amounts indicated herewith or take any other action hereon:

ITEM	AMOUNT
Lamprey Health Care	2,350.00
Squamscott Home Health	9,040.00
Updating of Town "Hatch" Map	500 00
General Assistance	5,000.00
Auditing Expenses (monitoring)	2,000 00
Abandoned Cemeteries, care of	800.00
Public Works Salaries	5,500 00
Total Proposed Revenue Sharing:	\$25,190.00

ARTICLE 12. To vote to see if the Town will adopt the provisions of RSA 72:37 for the exemption for the blind from property tax. This statute provides that every inhabitant who is legally blind shall be exempt each year from the property tax on a residence to the value of \$15,000 of assessed valuation. (Petitioned by 10 legal voters as follows: Linda L Ekdahl, Helen B. Mitchell, L F. Heald, Alma B Tirrell. Joan Darlington, Alden L. Winn, Jonathan E. Chorlian, Eleanor G Smith-Sykes, Lewis B Sykes, Lennard A. Fisk.) (Ballot vote after discussion.)

ARTICLE 13. To see if the Town will vote to adopt the budget for the period January 1, 1987 - December 31, 1987, as submitted by the Budget Committee in the amount of Four Million. Two Hundred Forty-Nine Thousand, Nine Hundred Sixty-Nine Dollars (\$4,249,969), and to raise by taxes an estimated One Million. Four Hundred Sixty-Eight Thousand, Eight Hundred Fifty-Seven Dollars (\$1,468,857) for the purposes thereof. (See Budget Detail.)

ARTICLE 14. To see if the Town will vote to authorize the treasurer. with the approval of the Selectmen, to appoint a deputy treasurer. Said deputy shall be sworn, shall have the powers of the treasurer. may be removed at the pleasure of the treasurer, and

shall before entering upon the duties of his office, give bond as provided in section 6 of RSA 41.

ARTICLE 15. To see if the Town in cooperation with the University of New Hampshire will vote to create a Communications Center Policy Committee consisting of seven (7) members as follows: One Selectman, the Police Chief of Durham, The Durham Director of Public Works, the Chief of the Durham/UNH Fire Department, the UNH Director of Public Safety, the UNH Associate Vice President for Facilities Services and the Executive Director of Administrative Services. The members appointed shall serve a period of one (1) year. Each member shall hold office until his successor is appointed. Any vacancy shall be filled by the agency which appointed the retiring member. All members of the Committee shall be appointed within ninety (90) days from the date of the adoption of this article.

No member of the Board shall receive additional compensation for his/her services. The Committee shall establish such rules and regulations and elect such officers as they deem proper and necessary for the conduct of their business.

The duties and responsibilities of the Committee are spelled out in the Memorandum of Agreement.

Upon passage of this article, all regulations relative to the establishment and operation of the Durham/UNH Communications Center (Dispatch Center) now appearing on the Town and University records and which are in conflict with this article shall be repealed.

ARTICLE 16 To see if the Town will vote to raise and appropriate the sum of Four Hundred Forty-Six Thousand, Two Hundred and Ninety Dollars (\$466,290) to defray its share of the cost of Strafford County Government.

ARTICLE 17 To see if the town will vote to instruct the town's representatives to the General Court to take all necessary measures to insure that no low level radioactive waste from the Seabrook nuclear plant shall be stored or disposed of within this Town of Durham unless and until the proposed site of the proposed storage or disposal has been approved by the voters of the town at the annual Town Meeting by written ballot. (Petitioned by 12 legal voters, as follows: Dudley Dudley, David Hills, Thomas Dudley, Phyllis Bennett, Shirley Ramsay, Emily K. Smith, Ray V. Bellis, L. Franklin Heald, Robert G. Webster, Isabel Webster, Catherine S. Bailey, Helen Heald.)

ARTICLE 18. To see if the Town will vote to direct the Selectmen to develop and implement a plan to reduce the volume of solid waste materials delivered to the Lamprey Regional Solid Waste Cooperative Incinerator. Such plan shall include, but not be limited to, removal of glass and metals for recycling, and shall be in place not later than September 30, 1987. (Petitioned by 21 legal voters, as follows: William R. Skinner, Lucy L. Skinner, John Voll, Sarah P. Voll, Suzanne K. Loder, Theodore C. Loder, Margaret P. Bogle, David

E. Leary, Barbara Andersen, Shirley Glanz. Ruth H. Cunniff, Barbara R. Hancock, Martha R. Smith- Dane N. Evans, Edward W. McNitt, Robert J. Doty, Lewis Roberts, Diana C. Carroll, Joan Darlington. Stephen Roberts, Sidney Darlington.)

ARTICLE 19. To see if the Town will authorize the Selectmen to apply for, negotiate. and do all other things necessary to obtain such Federal, State or other assistance as may be available for public works or other municipal functions, and to expend such funds for those projects.

ARTICLE 20. To see if the Town will vote to authorize the Selectmen, under authority of R.S.A. 80:42, to sell and transfer the tax lien and/or the title to real estate acquired by the Town at a tax collector's sale for non-payment of taxes, in default of redemption for such tax sale within the time limited by law, by deed or otherwise upon such terms as the Selectmen shall deem to be in the best interests of the Town.

ARTICLE 21. To see if the Town will vote to authorize the Selectmen to borrow necessary money in anticipation of taxes by issuing short-term notes.

ARTICLE 22. To transact any other business that may legally come before this meeting.

Given under our hand and seal this 23rd day of February in the year of our Lord One Thousand Nine Hundred and Eighty-seven.

Patricia L. Fisk, Chairman  
Owen B. Durgin  
Norman W. Stiles  
Mary S. Campbell  
Shirley A. Thompson

DURHAM BOARD OF SELECTMEN

A True Copy- Attest:

Patricia L. Fisk, Chairman  
Owen B. Durgin  
Norman W. Stiles  
Mary S. Campbell  
Shirley A. Thompson

DURHAM BOARD OF SELECTMEN



# BUDGET FORM FOR TOWNS WHICH HAVE ADOPTED THE PROVISIONS OF THE MUNICIPAL BUDGET LAW

STATE OF NEW HAMPSHIRE  
DEPARTMENT OF REVENUE ADMINISTRATION  
Municipal Services Division



## BUDGET OF THE TOWN

OF DURHAM N.H.

Appropriations and Estimates of Revenue for the Ensuing Year January 1, 1987 to December 31, 1987 or for  
Fiscal Year From January 1 19 87 to December 31 19 87

**THIS BUDGET SHALL BE POSTED WITH THE TOWN WARRANT**

RSA 31:95 and 32:5

Budget Committee: (Please sign in ink)

*Martha R. Smith*  
*Robert G. Smith*  
*Keith H. Cunniff*  
*Barbara Hancock*

Date February 16, 1987

*Carl A. Smith*  
*Doreen L. Cunniff*  
*Patricia L. Fisk*

PURPOSES OF APPROPRIATION (RSA 31:4) GENERAL GOVERNMENT	Actual Appropriations 1986 (1986-87) (omit cents)	Actual Expenditures 1986 (1986-87) (omit cents)	Selectmen's Budget 1987 (1987-88) (omit cents)	Budget Committee	
				Recommended 1987 (1987-88) (omit cents)	Not Recommended (omit cents)
1 Town Officers Salary	125,252	37,614	38,783	38,783	
2 Town Officers Expenses	44,637	187,443	262,002	262,498	
3 Election and Registration Expenses	2,228	1,399	1,000	719	
4 Cemeteries	7,931	5,803	10,500	10,938	
5 General Government Buildings	40,676	22,845	81,373	81,373	
6 Reappraisal of Property	30,000	2,800	4,340	4,340	
7 Planning and Zoning	24,060	35,804	42,584	42,936	
8 Legal Expenses	17,700	6,784	10,000	10,000	
9 Advertising and Regional Association	4,667				
10 Contingency Fund					
11 84/85 Reconstruction of Accts.	76,500				
12					
13 Computer Supplies	7,650				
14					
PUBLIC SAFETY					
15 Police Department	427,620	568,649	648,846	652,846	
16 Fire Department	215,283	214,795	227,163	228,830	
17 Civil Defense	10	-0-	10	10	
18 Building Inspection	30,624	30,837	31,371	32,361	
19 Durham/UNH Dispatch Center	75,000	40,346	84,710	84,031	
20 Hydrant Rental	18,925		34,947	35,773	
21 Probation Department	27,099	31,892			
22					
HIGHWAYS, STREETS & BRIDGES					
23 Town Maintenance	8,127	134,629	196,244	196,244	
24 General Highway Department Expenses	345,649	385,739	537,276	507,926	
25 Street Lighting	31,054	27,639	33,754	33,754	
26 Road Reconstruction	209,483				
27					
28					
29					
30					
SANITATION					
31 Solid Waste Disposal	15,621	185,424	312,190	308,060	
32 Garbage Removal	14,727	19,781	19,906	19,906	
33 Lamprey Regional Disposal	135,000				
34					
35					
36					
HEALTH					
37 Health Department	11,578	25	751	751	
38 Hospitals and Ambulances	13,330	13,330	13,949	13,949	
39 Animal Control		980	600	600	
40 Vital Statistics			10	10	
41					
42					
43					
WELFARE					
44 General Assistance	4,500	2,523	5,000	5,000	
45 Old Age Assistance					
46 Aid to the Disabled					
47 Welfare Expense	5,000				
48					



PURPOSES OF APPROPRIATION (RSA 31:4)		Actual Appropriations 1986 (1986-87) (omit cents)	Actual Expenditures 1986 (1986-87) (omit cents)	Selectmen's Budget 1987 (1987-88) (omit cents)	Budget Committee	
					Recommended 1987 (1987-88) (omit cents)	Not Recommended (omit cents)
<b>CULTURE AND RECREATION</b>						
49	Library	28,435	28,435	30,000	30,500	
50	Parks and Recreation	54,280	60,086	71,660	75,212	
51	Patriotic Purposes	150	150	150	150	
52	Conservation Commission	500	215	500	1,000	
53						
54						
55						
56						
<b>DEBT SERVICE</b>						
57	Principal of Long-Term Bonds & Notes	451,533	459,702	454,169	454,169	
58	Interest Expense - Long-Term Bonds & Notes	199,653	192,366	163,985	163,985	
59	Interest Expense - Tax Anticipation Notes	182,813	151,732	170,000	170,000	
60	Fiscal Charges on Debt					
61						
62						
<b>CAPITAL OUTLAY</b>			292,363			
63	Cemeteries - Capital Outlay	200				
64	Police Cruiser/Equip.	18,226				
65						
66	Public Works	94,500				
<b>OPERATING TRANSFERS OUT</b>						
67	Payments to Capital Reserve Funds:		30,000	60,000	60,000	
68	Capital Outlay-Parks/Rec Equip	1,700				
69						
70						
71						
72						
73						
74						
75						
<b>MISCELLANEOUS</b>						
76	Municipal Water Department	144,943	124,466	216,346	207,246	
77	Municipal Sewer Department	370,954	299,095	432,549	432,549	
78	Municipal Electric Department					
79	FICA, Retirement & Pension Contributions	74,469				
80	Insurance	217,040	78,782	83,520	83,520	
81	Unemployment Compensation	2,233				
82	Parking Fund	22,637				
83						
84						
85	<b>TOTAL APPROPRIATIONS</b>	3,834,197	3,674,473	4,280,188	4,249,969	

Less: Amount of Estimated Revenues, Exclusive of Taxes (Line 133) \$2,781,112

Amount of Taxes to be Raised (Exclusive of School and County Taxes) \$1,468,857

## BUDGET OF THE TOWN OF DURHAM, N.H.

BUDGET FOR TOWNS WHICH HAVE ADOPTED THE PROVISIONS  
OF THE MUNICIPAL BUDGET LAW

SOURCES OF REVENUE		Estimated Revenues 1986 (1986-87) (omit cents)	Actual Revenues 1986 (1986-87) (omit cents)	Selectmen's Budget 1987 (1987-88) (omit cents)	Estimated Revenues 1987 (1987-88) (omit cents)
<b>TAXES</b>					
86	Resident Taxes	32,000	37,470	32,000	32,000
87	National Bank Stock Taxes	125	46		
88	Yield Taxes	5,000	731	700	700
89	Interest and Penalties on Taxes	64,000	51,755	30,700	30,700
90	Inventory Penalties				
91	Land Use Change Taxes	75,000	197,476	150,000	150,000
92	Tax Sales Redeemed			15,000	15,000
<b>INTERGOVERNMENTAL REVENUES - STATE</b>					
93	Shared Revenue - Block Grant	152,792	465,391	450,000	450,000
94	Highway Block Grant	102,551	102,551	117,972	117,972
95	Railroad Tax				
96	State Aid Water Pollution Projects	133,118	133,118	128,106	128,106
97	Reimb. a/c State-Federal Forest Land				
98	Other Reimbursements	1,250	5,061		
99					
100					
101					
102					
<b>INTERGOVERNMENTAL REVENUES - FEDERAL</b>					
103					
104	All other Federal Grants			50,000	50,000
105					
106					
107					
<b>LICENSES AND PERMITS</b>					
108	Motor Vehicle Permit Fees	275,000	299,343	325,000	325,000
109	Dog Licenses	2,400	2,177	2,200	2,200
110	Business Licenses, Permits and Filing Fees	20,800	45,415	3,800	3,800
111	Amusement Devices			2,200	2,200
112	Building Permit Fees			20,000	20,000
113	Planning & Zoning Board	15,400	35,514	8,000	
<b>CHARGES FOR SERVICES</b>					
114	Income from Departments	13,000	71,848	233,177	241,178
115	Rent of Town Property	11,300	24,199	26,100	26,100
116	Payment in Lieu of Taxes	23,000	13,500	13,500	13,500
117	Parking Fund	87,100	54,244	49,000	49,000
118	Fire Alarm Installation	50	-0-	-0-	-0-
119					
<b>MISCELLANEOUS REVENUES</b>					
120	Interest on Deposits	100,000	74,572	75,000	75,000
121	Sale of Town Property	1,000	130	100	100
122	Lamprey Regional Bond Reimbursement	289,000	281,320	278,000	278,000
123	UNH Reimbursements	151,105	183,565	55,000	55,000
124	Miscellaneous Revenues	10,000	35,101	12,000	12,000
125	Unemployment/Insurance Refunds & Div.			64,725	64,725
<b>OTHER FINANCING SOURCES</b>					
126	Proceeds of Bonds and Long-Term Notes				
127	Income from Water and Sewer Departments	602,671	560,580	618,200	618,200
128	Withdrawal from Capital Reserve				
129	Revenue Sharing Fund	94,939	82,926	20,631	20,631
130	Fund Balance				
131	Cemetery Reimbursement	7,905	8,481		
132	Water & Sewer Bonds	40,200			
133	<b>TOTAL REVENUES AND CREDITS</b>	2,310,706	2,766,514	2,781,111	2,781,112

# PROPOSED 1987 BUDGET DETAIL

PROPOSED EXPENDITURES:	Selectmen 1987	Budget Comm. 1987
TOWN OFFICERS' SALARIES:		
Selectmen's Salary/5	6,200	6,200
Town Clerk/Tax Collector/1	26,750	26,750
Treasurer	1,200	1,200
Trustees of Trust Fund	-0-	-0-
Social Security	2,406	2,406
Unemployment Insurance	-0-	-0-
Worker's Compensation	472	472
Retirement	558	558
Health Insurance	943	943
Life/Disability	254	254
TOTAL:	38,783	38,783
GENERAL EXPENSES:		
Office Supplies	4,100	4,100
Postage	4,500	4,500
Membership & Dues	2,973	2,973
Telephone Service (2 lines)	4,400	4,400
Travel	525	525
Advertising & Legal Notices	400	400
Town Report	6,500	6,500
Repairs - Office Machinery	2,200	2,200
Miscellaneous Expenses	1,400	1,400
Education & Training	1,500	1,500
Telephone Equipment Purchase	14,900	14,900
Bank Costs - Legal/TAN	3,500	3,500
Copier Supplies	800	800
Lamprey Health Care	2,350	2,350
Squamscott Home Health	9,040	9,040
Hatch Map Updating	500	500
Tax Map Updates	360	360
Hydrant Rental	20,538	20,538
Swan Food	250	250
Retirement - Accrued Liability	5,314	5,314
Secretarial Salary	20,596	20,596
Social Security	1,475	1,475
Unemployment Insurance	46	46
Worker's Compensation	69	69
Retirement	422	422
Health Insurance	1,874	1,874
Life/Disability	254	254
Deputy Clerk/Tax Collector	7,709	7,920
Social Security	552	567
Unemployment Insurance	46	46
Worker's Compensation	27	27

	Selectmen 1987	Budget Comm. 1987
Assistant/1	5,250	5,500
Social Security	376	394
Unemployment Insurance	35	36
Worker's Compensation	18	19
Membership/Dues	27	27
Operating Expenses	3,300	3,300
Telephone	1,100	1,100
Travel Expenses	100	100
Education & Training	500	500
Office Equipment	450	450
Office Supplies	200	200
DATA PROCESSING DEPT.		
Software Purchase	11,000	11,000
Network Cards	6,730	6,730
Sound Cover	300	300
Equipment Maintenance/Repair	3,000	3,000
Supplies - Paper, ribbons	2,500	2,500
Hardware/Peripherals	10	10
TOWN BUSINESS MANAGER:		
Salary	30,000	30,000
Social Security	2,145	2,145
Unemployment Insurance	46	46
Worker's Compensation	102	102
Retirement	828	828
Health Insurance	943	943
Life/Disability	254	254
Books & Publications	250	250
ACCOUNTING DEPARTMENT:		
Staff Accountant	21,200	21,200
Social Security	1,516	1,516
Unemployment Insurance	46	46
Worker's Compensation	73	73
Retirement	586	586
Health Insurance	1,874	1,874
Life/Disability	254	254
Salary - A/P Clerk	13,875	13,875
Social Security	992	992
Unemployment Insurance	46	46
Worker's Compensation	48	48
Retirement	289	289
Health Insurance	943	943
Life/Disability	254	254
Audit Expense	11,000	11,000
Monitoring - Quarterly	2,000	2,000
Bank Charges	100	100



	Selectmen 1987	Budget Comm. 1987
PROPERTY RECORD DEPARTMENT:		
Salary - Clerk/Typist	12,920	12,920
Social Security	924	924
Unemployment Insurance	46	46
Worker's Compensation	44	44
Retirement	269	269
Health Insurance	943	943
Life/Disability	254	254
Operating Expenses	400	400
Legal File Cabinet Purchase/2	1,762	1,762
Fire Proof File Purchase	760	760
TOTAL:	262,002	262,498
ELECTION & REGISTRATION:		
Supervisors' Salary/3	530	375
Social Security	38	27
Unemployment Insurance	-0-	-0-
Worker's Compensation	3	3
Office Supplies	150	150
Computer Services	-0-	-0-
Miscellaneous/Meals	279	164
Advertising & Legal Notices	-0-	-0-
TOTAL:	1,000	719
CEMETERIES:		
Salaries	2,011	2,011
Social Security	144	144
Unemployment	4	4
Worker's Compensation	118	118
Retirement	42	42
Health Insurance	210	210
Life/Disability	22	22
Salary P/T:	3,276	3,276
Social Security	234	234
Unemployment	21	21
Worker's Compensation	193	193
Operating Supplies	324	324
Gasoline	179	179
Abandoned Yards	362	800
Capital Outlay	1,168	1,168
Additional Care	248	248
Trees - Route 4	291	291
<u>Private Trusted Graveyards:</u>		
Salaries	531	531
Social Security	38	38
Health Insurance	62	62
Life/Disability	6	6



	Selectmen 1987	Budget Comm. 1987
<u>Private Trusted Graveyards (Cont'd)</u>		
Retirement	11	11
Unemployment	2	2
Worker's Compensation	32	32
Salary P/T:	515	515
Social Security	37	37
Unemployment	3	3
Worker's Compensation	31	31
Operating Supplies	130	130
Gasoline	167	167
Capital Outlay	88	88
TOTAL:	10,500	10,938

GOVERNMENT BUILDINGS:

District Court:

Janitorial Wages	955	955
Social Security	68	68
Unemployment Insurance	6	6
Worker's Compensation	56	56
Retirement	4	4
Health Insurance	24	24
Life & Disability	3	3
Cleaning Supplies	261	261
Bldg. Repairs & Maintenance	8,835	8,835
Heating Fuel	2,060	2,060
Electricity	975	975
Water & Sewer Service	40	40

Town Office Building:

Janitorial Wages	6,031	6,031
Social Security	432	432
Unemployment Insurance	31	31
Worker's Compensation	355	355
Retirement	36	36
Health Insurance	185	185
Life & Disability	19	19
Cleaning Supplies	700	700
Heating Fuel	3,090	3,090
Electricity	3,700	3,700
Water & Sewer Charges	330	330
Alarms/Telephone Lines	713	713
Building Maintenance & Repairs	-0-	-0-
Renovations	41,323	41,323

Davis Memorial Building:

Janitorial Wages	2,123	2,123
Social Security	152	152
Unemployment Insurance	9	9
Worker's Compensation	125	125
Retirement	24	24

	Selectmen 1987	Budget Comm. 1987
<u>Davis Memorial Building (Cont'd)</u>		
Health Insurance	123	123
Life & Disability	13	13
Electricity	1,325	1,325
Heating Fuel	1,216	1,216
Water & Sewer Charges	150	150
Cleaning Supplies	142	142
Building Maintenance & Repair	5,137	5,137
Alarm/Telephone	602	602
TOTAL:	81,373	81,373
REAPPRAISAL OF PROPERTY:		
Annual Property Pick UP	4,340	4,340
PLANNING & ZONING:		
<u>Durham Planning Board:</u>		
Planning Board Salary/6	3,150	3,150
Social Security	226	226
Unemployment Insurance	21	21
Worker's Compensation	11	11
Clerk's Salary	9,922	9,922
Social Security	710	710
Unemployment Insurance	46	46
Worker's Compensation	34	34
Retirement Insurance	-0-	-0-
Hospital Insurance	-0-	-0-
Life/Disability Insurance	-0-	-0-
Planning Assistant Salary	11,960	11,960
Social Security	856	856
Unemployment Insurance	23	23
Worker's Compensation	41	41
Retirement Insurance	249	249
Hospital Insurance	471	471
Life/Disability Insurance	127	127
Books & Publications	100	100
Legal Fees	1,500	1,500
Advertising & Legal Notices	3,536	3,536
Printing	2,715	2,715
Education & Training	500	500
Registry Charges	370	370
Regional Planning Commission	4,396	4,396
<u>Historic District Commission:</u>		
Operating Expenses	150	500
<u>Zoning Board of Adjustment:</u>		
Salary	200	200
Social Security	15	15
Unemployment Insurance	2	2
Worker's Compensation	1	1

	Selectmen 1987	Budget Comm. 1987
<u>Zoning Board of Adjustment (Cont'd)</u>		
Advertising and Legal Notices	600	600
<u>Durham Historic Association:</u>		
Internship Salary	603	603
Social Security	43	44
Unemployment Insurance	4	4
Worker's Compensation	2	3
TOTAL:	42,584	42,936
 LEGAL:		
Attorney's Fees	10,000	10,000
 POLICE DEPARTMENT:		
Base Salaries	359,959	359,959
Holiday Pay	11,344	11,344
Overtime	20,000	20,000
Special Officers	6,500	6,500
Crossing Guards	5,400	5,400
Contracted Services	10,000	10,000
Social Security	1,100	1,100
Unemployment	1,190	1,190
Worker's Compensation	38,248	38,248
Retirement	27,387	27,387
Health Insurance	29,799	29,799
Life & Disability	4,051	4,051
Medi-Care	870	870
Office Supplies	500	500
Books & Publications	600	600
Operating Supplies	4,300	4,300
Uniforms	8,500	8,500
Legal Fees	8,500	8,500
Membership & Dues	300	300
Telephone	9,000	9,000
Travel	800	800
Gas & Oil	11,250	11,250
Newspaper Ads	900	900
Printing	1,700	1,700
Professional Liability Insurance	9,017	9,017
Vehicle Repairs & Maintenance	9,500	5,500
Equipment Repairs & Maintenance	650	650
Radios - Repair & Maintenance	1,800	1,800
Miscellaneous	150	150
Physicals & Testing	1,200	1,200
Education & Training	9,361	10,361
Cruiser Purchase/2	12,500	25,000
Equipment Purchase	4,206	4,206

	Selectmen 1987	Budget Comm. 1987
<u>Parking Enforcement/Fund:</u>		
Base Salary	11,232	11,232
Holiday Pay	-0-	-0-
Overtime	200	200
Social Security	818	818
Unemployment	70	70
Worker's Compensation	1,032	1,032
Retirement	240	240
Health Insurance	943	943
Life & Disability	254	254
Postage	400	400
Operating Supplies	50	50
Uniforms	400	400
Computer Services (CEI)	6,325	6,325
Printing Expenses	2,100	2,100
Repairs & Maintenance	200	200
Equipment Insurance	-0-	-0-
Capital Expenditures	8,500	8,500
Parking Study	5,500	-0-
	<hr/>	<hr/>
TOTAL:	648,846	652,846
 DURHAM/UNH FIRE DEPARTMENT:		
Regular Salaries	391,418	391,418
Overtime	25,000	30,000
Holiday Pay	15,896	15,896
Emergency Call Back	7,500	7,500
Call Department	10,000	10,000
Social Security	2,130	2,130
N. H. Retirement System	45,816	45,816
UNH Benefits	67,820	67,820
Office Supplies	7,800	7,800
Fire Prevention	3,000	3,000
Training	6,000	6,000
Personnel Supplies	9,000	9,000
Insurance	25,427	25,427
Equipment Maintenance	30,000	30,000
Utilities	6,700	6,700
Radios/Pagers	2,500	2,500
Replacement of Equipment	7,983	7,983
New Equipment	2,000	2,000
Replacement of Vehicle.	15,500	15,500
	<hr/>	<hr/>
TOTAL BUDGET:	681,490	686,490
UNH Share: (2/3)	454,327	457,660
Town Share - (1/3)	227,163	228,830
 CIVIL DEFENSE:		
Operating Expenses	10	10



	Selectmen 1987	Budget Comm. 1987
BUILDING INSPECTOR:		
Inspector's Salary	22,440	22,440
Social Security	1,605	1,605
Unemployment	46	46
Worker's Compensation	1,363	1,363
Retirement Insurance	467	467
Health Insurance	2,466	2,466
Life/Disability Insurance	254	254
Supplies & Publications	1,000	1,000
Travel/Mileage	1,040	1,040
Education & Training	690	1,680
TOTAL:	31,371	32,361
DURHAM/UNH COMMUNICATIONS CENTER		
Regular Salaries	98,197	98,197
Part-Time Salaries	9,333	9,333
Overtime	3,000	3,000
Emergency Callback Pay	435	435
Holiday Pay	4,705	4,705
Social Security	6,894	6,894
N. H. Retirement System	1,983	1,983
UNH Benefits	24,882	24,882
Office Supplies	3,000	3,000
Telephone & Toll Calls	8,280	8,280
Uniforms & Cleaning	1,698	-0-
Equipment & Maintenance Supplies	1,500	1,500
Service Contracts	5,432	5,432
PIMS/CAD System	3,000	3,000
Training	1,000	1,000
Errors & Omissions Insurance	2,500	2,500
Utilities	2,652	2,652
New Equipment/Alarms Panel	33,284	33,284
TOTAL:	211,775	210,077
UNH Share of Total (60%)	127,065	126,046
Town Share of Total (40%)	84,710	84,031
PROBATION DEPARTMENT:		
Salary	23,800	24,500
Social Security	1,702	1,752
Unemployment Insurance	46	46
Worker's Compensation	2,150	2,212
Retirement Program	496	510
Health Insurance	1,874	1,874
Life/Disability Insurance	254	254
Office Supplies	250	250
Books/Publications	100	100
Postage	175	175
Copy Expenses	50	50

	Selectmen 1987	Budget Comm. 1987
PROBATION DEPARTMENT (Cont'd)		
Membership & Dues	100	100
Telephone Expenses	1,500	1,500
Printing	100	100
Gas/Oil	550	550
Vehicle Repair & Maintenance	1,000	1,000
Education & Training	500	500
Office Equipment Maint/Rep.	100	100
Juvenile Care	200	200
TOTAL:	34,947	35,773
TOWN MAINTENANCE:		
<u>Road Reconstruction:</u>		
Shim & Seal Program	128,714	128,714
Emerson Road	34,930	34,930
Pettee Brook Lot - Bank Side	11,310	11,310
Pettee Brook Lot - Brook Side	17,535	17,535
Dame Road Gravel	-0-	-0-
Longmarsh Road Gravel	-0-	-0-
Faculty Road - Frost Damage	3,345	3,345
Faculty Road - Sidewalk	410	410
TOTAL:	196,244	196,244
GENERAL HIGHWAY EXPENSES:		
Administration Payroll	92,381	92,381
Administration Overtime	-0-	-0-
Social Security	6,607	6,607
Unemployment Insurance	153	153
Worker's Compensation	5,990	5,990
Retirement	1,923	1,923
Health Insurance	7,476	7,476
Life & Disability	848	848
Hourly Payroll:	143,931	143,931
Hourly Overtime	23,000	23,000
Social Security	11,724	11,724
Unemployment Insurance	479	479
Worker's Compensation	18,118	18,118
Retirement	2,349	2,349
Health Insurance	15,271	15,271
Life & Disability	1,636	1,636
Operating Supplies	9,500	9,500
Uniforms	3,352	3,352
Winter Abrasives	11,250	11,250
Patch	2,000	2,000
Bridge Inspection	100	100
Traffic Control/Painting & Signs	11,500	11,500
Highway Maintenance	4,000	4,000
Office Telephones	2,271	2,271

	Selectmen 1987	Budget Comm. 1987
GENERAL HIGHWAY EXPENSES (Cont'd)		
- Travel, Membership & Dues	2,000	2,000
Gas & Oil	17,930	17,930
Electricity	2,400	2,400
Heat	2,090	2,090
Water & Sewer	210	210
Equipment Rental	23,925	14,475
Equipment Maintenance	39,950	39,950
Dump Truck	-0-	-0-
Sand Spreaders	-0-	-0-
Inventory Maintenance/Software	-0-	-0-
Micro-Film	5,000	5,000
Roadside Trimming	-0-	-0-
Tank Testing	1,200	1,200
Snow Blower & Coupler	48,000	40,000
Sign Truck	11,900	-0-
Base Station Radio Replacement	4,330	4,330
<u>Residential Trees:</u>		
Salary	951	951
Social Security	68	68
Unemployment Insurance	5	5
Worker's Compensation	129	129
Retirement	11	11
Health Insurance	62	62
Life & Disability	6	6
Operating Supplies	1,250	1,250
TOTAL:	537,276	507,926
STREET LIGHTING:		
Operating Expenses	33,754	33,754
SOLID WASTE DISPOSAL:		
Lamprey Regional Cooperative	268,015	268,015
<u>Durham Point Disposal:</u>		
Wages & Salary	14,936	14,936
Social Security	1,068	1,068
Unemployment	63	63
Worker's Compensation	638	638
Retirement	199	199
Health Insurance	1,480	1,480
Life & Disability	152	152
Operating Supplies	550	1,900
Gas & Oil	307	307
Electricity	250	250
Equipment Maintenance	4,600	6,620
Equipment Rental	3,750	3,750
Waste Disposal Study	15,000	7,500
Tank Removal	1,182	1,182
TOTAL:	312,190	308,060

	Selectmen 1987	Budget Comm. 1987
GARBAGE COLLECTION:		
Salary & Wages	10,870	10,870
Overtime	680	680
Social Security	827	827
Unemployment	28	28
Worker's Compensation	1,778	1,778
Retirement	226	226
Health Insurance	566	566
Life & Disability	152	152
<u>Downtown Litter Removal:</u>		
Salary	3,099	3,099
Social Security	222	222
Unemployment	19	19
Worker's Compensation	478	478
Retirement	4	4
Health Insurance	24	24
Life & Disability	3	3
Operating Supplies	930	930
TOTAL:	19,906	19,906
HEALTH DEPARTMENT:		
Health Officer Salary	350	350
Social Security	26	26
Unemployment	3	3
Worker's Compensation	22	22
Supplies/Expenses	350	350
TOTAL:	751	751
HOSPITALS AND AMBULANCE:		
Audit	500	500
Attendants	6,000	6,000
Medical Supplies	2,200	2,200
Gasoline	2,000	2,000
Insurance	7,500	7,500
Medical Equipment	2,750	2,750
Miscellaneous	1,500	1,500
Office Supplies	800	800
Postage	550	550
Printing	600	600
Radio Repair	1,000	1,000
Telephone	1,200	1,200
Training	2,000	2,000
Maintenance	4,000	4,000
Paid Assistance	6,000	6,000
Pager Payment	-0-	-0-
Radio Purchase	700	700
Mutual Aid	1,500	1,500
Legal Fees	750	750



	Selectmen 1987	Budget Comm. 1987
HOSPITALS AND AMBULANCE (Cont'd)		
Utilities	2,000	2,000
Station Man.	750	750
Hepatitis Vaccine	2,640	2,640
Ambulance Corps Budget:	46,940	46,940
TOTAL FROM TOWN:	13,949	13,949
ANIMAL CONTROL:		
Animal Control, Dogs at Large	600	600
VITAL STATISTICS:		
Expenses	10	10
GENERAL ASSISTANCE:		
General Assistance	5,000	5,000
DURHAM PUBLIC LIBRARY:		
Half-time Librarians/2	22,240	21,500
Juvenile Books	3,500	3,500
Youth Books	2,000	2,000
Adult Browse	2,260	3,500
TOTAL:	30,000	30,500
PARKS & RECREATION:		
Salary - Full Time	12,933	12,933
Social Security	925	925
Unemployment	25	25
Worker's Compensation	534	534
Retirement	270	270
Health Insurance	1,382	1,382
Life & Disability	142	142
Salary - Part-Time	12,726	12,726
Social Security	910	910
Unemployment	83	83
Worker's Compensation	513	513
Park Maintenance	2,615	2,615
Equipment Maintenance	3,482	3,482
Beautification Maintenance	4,935	4,935
Rink Maintenance	3,660	3,660
Tennis Court Maintenance	480	480
Ballfield Maintenance	3,280	3,280
ORYA Services	1,871	1,871
ORYA Contribution	13,000	16,552
New Equipment	1,400	1,400
Old Landing Dock	1,320	1,320
Irrigation System	3,870	3,870

	Selectmen 1987	Budget Comm. 1987
PARKS & RECREATION (Cont'd)		
Packers Falls Road	120	120
Stone Wall Repair	1,184	1,184
TOTAL:	71,660	75,212
PATRIOTIC PURPOSES:		
Memorial Day Expenses	150	150
CONSERVATION COMMISSION		
Survey Expense	200	200
Membership & Dues	150	150
Conservation Camp	150	150
Capital Reserve - Land Purchase	-0-	500
TOTAL:	500	1,000
PRINCIPAL/LONG TERM NOTES/BONDS:		
1975 Water Bond (\$515,000)	25,000	25,000
1979 Sewer Bond (\$1,680,000)	110,000	110,000
1979 Incinerator Bond (\$2,420,000)	160,000	160,000
1980 Sewer Bond (\$100,000)	10,000	10,000
1980 Equipment Bond (\$140,000)	15,000	15,000
1980 Incinerator Bond (\$450,000)	35,000	35,000
1982 Gravel Pit Obligation (\$40,000)	4,000	4,000
1984 Fire Station Note (\$290,000)	58,000	58,000
1984 Mill Road/Pump Note (\$208,000)	41,600	41,600
1985 Mill Road Reconstruction Note (\$150,000)	30,000	30,000
1985 Copier Note (\$9,000)	3,000	3,000
Less: Payments from Water Fund:		
1975 Water Bond	25,000	25,000
1984 Mill Road/Pumper Note	4,996	4,996
Less: Payments from Sewer Fund:		
1980 Sewer Bond	833	833
1984 Mill Road/Pumper Note - Sewer Capital	6,602	6,602
NET TOTAL:	454,169	454,169
INTEREST EXPENSE - LONG TERM		
1975 Water Bond (\$515,000)	13,600	13,600
1979 Sewer Bond (\$1,680,000)	46,612	46,612
1979 Incinerator Bond (\$2,420,000)	68,400	68,400
1980 Sewer Bond (\$100,000)	2,480	2,480
1980 Equipment Bond (\$140,000)	3,200	3,200
1980 Incinerator Bond (\$450,000)	15,360	15,360
1982 Gravel Pit Obligation (\$40,000)	-0-	-0-
1984 Fire Station Note (\$290,000)	13,224	13,224
1984 Mill Road/Pump Note (\$208,000)	9,485	9,485
1985 Mill Road Reconstruction Note (\$150,000)	7,613	7,613

	Selectmen 1987	Budget Comm. 1987
INTEREST EXPENSE - LONG TERM (Cont'd)		
1985 Copier Note (\$9,000)	435	435
1972 Grease Handling	-0-	-0-
Less: Payments from Water Fund:		
1975 Water Bond	13,600	13,600
1984 Mill Road/Pumper Note	1,139	1,139
Less: Payments from Sewer Fund:		
1980 Sewer Bond	180	180
1984 Mill Road/Pumper Note - Sewer Capital	1,505	1,505
NET TOTAL:	163,985	163,985
INTEREST EXPENSE - T.A.N.		
Interest on T.A.N.	170,000	170,000
CAPITAL OUTLAY:		
Urban Development Action Grant	-0-	-0-
PAYMENTS TO CAPITAL RESERVE:		
Revaluation of Town Properties	60,000	60,000
MUNICIPAL WATER DEPARTMENT:		
Salaries	16,703	16,703
Social Security	1,195	1,195
Unemployment	37	37
Worker's Compensation	776	776
Retirement	347	347
Health Insurance	2,022	2,022
Life & Disability	208	208
Water Purchase	40,000	40,000
Sodium Fluoride	4,755	4,755
Water Meters	6,321	6,321
Distribution/Breaks Material	12,467	12,467
Equipment Rental	5,940	5,940
Bond Payments	38,600	38,600
Mill Road Note	6,140	6,140
Well Maintenance	26,500	26,500
Tank Maintenance	27,000	27,000
Vehicle Capital	9,100	-0-
Water District - Legal fee/notices	10,000	10,000
Property Insurance/To General Fund	8,235	8,235
TOTAL:	216,346	207,246

	Selectmen 1987	Budget Comm. 1987
SEWER DEPARTMENT:		
Public Works Director Salary	7,383	7,383
Social Security	528	528
Unemployment Insurance	11	11
Worker's Compensation	315	315
Retirement	154	154
Health Insurance	567	567
Life/Disability Insurance	59	59
Operators' Salary	48,603	48,603
Social Security	3,476	3,476
Unemployment Insurance	92	92
Worker's Compensation	2,071	2,071
Retirement	1,012	1,012
Health Insurance	4,932	4,932
Life/Disability Insurance	508	508
Crew: Full-time salary	52,126	52,126
Social Security	3,729	3,729
Unemployment Insurance	138	138
Worker's Compensation	2,221	2,221
Retirement	1,085	1,085
Health Insurance	7,398	7,398
Life/Disability Insurance	762	762
Other Labor Salary	17,863	17,863
Social Security	1,278	1,278
Unemployment Insurance	62	62
Worker's Compensation	762	762
Retirement	132	132
Health Insurance	986	986
Life/Disability Insurance	102	102
Selectmen/Treasurer Payroll	474	474
Office Supplies	496	496
Office Services	2,671	2,671
Composting	18,621	18,621
Clothing Allowance	1,335	1,335
Chemicals	50,374	50,374
Telephone & Alarm Lines	2,568	2,568
Propane Gas	3,200	3,200
Electricity	86,000	86,000
Water	525	525
Vehicle Operation	9,975	9,975
Repairs & Maintenance	22,000	22,000
Shared Lines	600	600
Dues, Courses & Meetings	1,200	1,200
Service Contract/Newington	2,430	2,430
Tank Testing	950	950
<u>Dover Road Pumping Station:</u>		
Electricity	10,500	10,500
Water	35	35
Repairs & Replacement	1,595	1,595



	Selectmen 1987	Budget Comm. 1987
SEWER DEPARTMENT (Cont'd)		
<u>Ritzman Lab Station:</u>		
Electricity	340	340
Repairs & Replacement	500	500
<u>Oyster River Road Station:</u>		
Electricity	325	325
Repair & Replacement	725	725
<u>Old Concord Road Station:</u>		
Electricity	800	800
Water	50	50
Repair & Maintenance	50	50
Propane Gas	200	200
Sewer Service	1,813	1,813
Treatment Plant	15,000	15,000
Sewer Line Maintenance	1,000	1,000
Note Payment	8,105	8,105
New Equipment	7,277	7,277
1980 Sewer Note (UNH)	1,040	1,040
Property & Vehicle Insurance/To General Fund	21,420	21,420
TOTAL	432,549	432,549
UNH Share:	287,946	287,946
Town Share:	144,603	144,603
MUNICIPAL INSURANCE:		
<u>Commercial Auto - Fleet Policy</u>		
Department of Public Works	29,354	29,354
Durham Police Department	4,643	4,643
Town Offices	3,506	3,506
Fire Department	12,254	12,254
Public Official Liability	1,701	1,701
Position Bonds	900	900
Boiler & Machinery	3,200	3,200
Property & Liability	54,167	54,167
Police Professional (charged)*	-0-	-0-
Property Floater	2,450	2,450
Contingency	1,000	1,000
Less:		
Payments from Water Department	8,235	8,235
Payments from Sewer Department	21,420	21,420
TOTAL:	83,520	83,520
*Not included in Total		
GRAND TOTAL 1987 PROPOSED BUDGET:	\$ 4,280,188	\$ 4,249,969

DESCRIPTION	APPROPRIATION 1986	EXPENDED 1986	DESCRIPTION	APPROPRIATION	EXPENDED
100 - BOARD OF SELECTMEN			75000 - CLEAN SUPP.	250.00	86.72
70200 - SALARY	25856.00	28918.90	85000 - TELEPHONE	0.00	635.88
71500 - SOC. SEC.	1849.00	2077.48	86500 - GAS/OIL	0.00	329.08
71600 - HOSPITAL	1468.00	1643.28	91001 - VEH. INS.	0.00	0.00
71700 - LIFE/DIS.	260.00	253.20	91003 - BLDG. INS.	647.00	0.00
71801 - RETIRE.	289.00	550.64	92100 - ELEC.	2342.00	859.50
72200 - UNEMPLOY.	82.00	0.00	92201 - HEAT/FUEL	1172.00	1638.89
72400 - WORK. COMP.	388.00	0.00	92300 - WATER/SEWER	0.00	0.00
72800 - OFF. SUPP.	1200.00	1265.62	92400 - UTILITIES	0.00	0.00
73000 - POSTAGE	300.00	291.22	93001 - VEH. REP./MAIN.	0.00	0.00
80400 - LEGAL	10000.00	6783.67	93004 - REP./MAIN./SUPP.	200.00	529.74
83000 - MEM./DUES	2700.00	44.00	DEPARTMENT TOTAL:	5389.00	5315.79
85000 - TELEPHONE	1000.00	1301.76	131 - PROBATION OFFICER		
86000 - TRAVEL	25.00	344.95	70200 - SALARY	21624.00	21631.89
90100 - LEGAL NOTICE	400.00	267.15	71500 - SOC. SEC.	1546.00	1546.54
90600 - TOWN REPORT	4500.00	4398.00	71600 - HOSPITAL	1931.00	2162.28
91004 - GEN. LIABILITY	2964.00	0.00	71700 - LIFE/DIS.	260.00	253.20
91006 - ERR. OM. INS.	175.00	0.00	71801 - RETIRE NHRS	318.00	556.67
91200 - BOND INS.	365.00	454.90	72200 - UNEMP.	42.00	0.00
93002 - MACH. REP.	880.00	1809.63	72400 - WORK. COMP.	370.00	0.00
95600 - MISC.	1750.00	152.00	72800 - OFF. SUPP.	200.00	187.95
96000 - ED. & TRAIN.	200.00	0.00	72900 - BKS/PUB.	75.00	77.75
96700 - DISP. STUDY	0.00	0.00	73000 - POSTAGE	550.00	0.00
96800 - FIRE STUDY	0.00	0.00	81400 - COPIER EXP.	150.00	0.00
97009 - HYDRP LIC.	1400.00	1348.15	83000 - MEM/DUES	75.00	50.00
98010 - AMBULANCE	2812.00	0.00	84800 - JUV. CARE	1500.00	1345.56
DEPARTMENT TOTAL:	60863.00	51904.55	85000 - TELEPHONE	1500.00	1044.28
130 - DISTRICT COURT			86500 - GAS/OIL	550.00	279.07
70200 - SALARY	676.00	1153.48	90500 - PRINTING	75.00	103.20
70201 - JAN. WAGES	0.00	0.00	91001 - VEH. INS.	857.00	0.00
71500 - SOC. SEC.	48.00	82.50	91004 - LIAB. INS.	208.00	0.00
72400 - WORK. COMP.	54.00	0.00	91006 - ERR. & OMM. INS.	15.00	0.00
			91200 - BOND INS.	20.00	0.00

DESCRIPTION	APPROPRIATION	EXPENDED	DESCRIPTION	APPROPRIATION	EXPENDED
93001 - VEH. REP./MAIN.	350.00	855.89	72200 - UNEMP.	0.00	0.00
93003 - EQUIP. REPAIR	50.00	59.00	72400 - WORK. COMP.	3.00	0.00
96000 - ED. & TRAINING	400.00	380.00	72800 - OFF. SUPP.	370.00	101.10
			80300 - COMPUTER SER.	360.00	0.00
			91004 - GEN. LIAB. INS.	208.00	0.00
			91006 - ERR. & OMM. INS.	15.00	0.00
DEPARTMENT TOTAL:	32666.00	30533.28	95600 - MISC./MEALS	420.00	280.49
170 - TOWN BUSINESS MANAGER					
70200 - SALARY	29000.00	29048.63	DEPARTMENT TOTAL:	2228.00	1398.17
71500 - SOC. SEC.	2074.00	1660.86	201 - ACCOUNTING DEPARTMENT		
71501 - TEMP. HELP	0.00	0.00			
71600 - HOSPITAL	1900.00	619.92	70200 - SALARY	20400.00	20410.10
71700 - LIFE & DIS.	260.00	126.60	71500 - SOC. SEC.	1905.00	1316.24
71803 - RET. ICMA	681.00	0.00	71600 - HOSPITAL	1468.00	1369.40
72200 - UNEMP. INS.	42.00	0.00	71700 - LIFE & DIS.	260.00	147.70
72400 - WORK. COMP.	400.00	0.00	71801 - RETIRE.	300.00	236.12
72800 - OFF. SUPPLIES	1000.00	923.03	72200 - UNEMP.	80.00	0.00
72900 - BKS./PUB.	250.00	221.95	72400 - WORKER'S COMP.	88.00	0.00
73000 - POSTAGE	250.00	279.92	72800 - OFF. SUPPLIES	1500.00	1582.11
80500 - COL. BARG.	100.00	0.00	73000 - POSTAGE	1100.00	1377.48
83000 - MEM/DUES	230.00	5.00	83000 - MEM./DUES	50.00	0.00
85000 - TELEPHONE	1500.00	2126.59	85000 - TELEPHONE	900.00	1413.53
86000 - TRAVEL	500.00	39.00	91004 - GEN. LIAB. INS.	208.00	0.00
91004 - GEN. LIAB. INS.	231.00	0.00	91006 - ERR. & OMM. INS.	15.00	0.00
91006 - ERR. & OMM. INS.	17.00	0.00	91200 - BONDING	25.00	0.00
91200 - BONDING INS.	25.00	0.00	96000 - ED. & TRAIN.	200.00	700.00
96000 - ED. TRAIN.	500.00	340.27	98011 - '84/'85 RECON.	76500.00	75020.47
DEPARTMENT TOTAL:	38960.00	35391.77	DEPARTMENT TOTAL:	104999.00	103573.15
193 - ELECTION & REGISTRATION			215 - TOWN CLERK/TAX COLLECTOR		
70200 - SALARY	795.00	948.75			
71500 - SOC. SEC.	57.00	67.83	70200 - SALARY	36976.00	36798.88

DESCRIPTION	APPROPRIATION	EXPENDED	DESCRIPTION	APPROPRIATION	Y.T.D.
71500 - SOC. SEC.	2644.00	2581.70	253 - TOWN TREASURER		
71600 - HOSPITAL	738.00	826.56	70200 - SALARY	1200.00	1050.00
71700 - LIFE & DIS.	253.00	253.20	71500 - SOC. SEC.	86.00	75.08
71801 - RETIREMENT	376.00	644.04	73500 - BANK CHARGES	100.00	0.00
72200 - UNEMPLOY.	103.00	0.00	80200 - AUDIT EXP.	10000.00	10000.00
72400 - WORK. COMP.	122.00	0.00	91004 - GEN. LIAB. INS.	208.00	0.00
72800 - OFF. SUPP.	200.00	158.97	91006 - ERR. & OMM. INS.	15.00	0.00
73000 - POSTAGE	1500.00	1500.00	91200 - BOND INS.	466.00	0.00
74000 - OPER. EXP.	2275.00	3340.39	DEPARTMENT TOTAL:	12075.00	11125.08
83000 - MEM./DUES	27.00	15.00			
85000 - TELEPHONE	1100.00	1018.23	265 - TOWN OFFICE BUILDING MAINTENANCE		
86000 - TRAVEL	100.00	105.60	70200 - SALARY	5091.00	3887.09
91004 - GEN. LIAB. INS.	1686.00	0.00	71500 - F.I.C.A.	364.00	275.10
91006 - ERR. & OMM. INS.	122.00	0.00	72400 - WORKER'S COMP.	506.00	0.00
91200 - OFF. BOND INS.	200.00	0.00	75000 - JAN. SUPP.	1200.00	1026.39
96000 - ED. & TRAINING	400.00	452.16	91003 - BLDG. INS.	1173.00	30.82
DEPARTMENT TOTAL:	48822.00	47694.73	92000 - UTILITIES	8156.00	6187.46
			93002 - MAIN./REP.	9000.00	3818.92
243 - PROPERTY RECORDS DEPARTMENT			98012 - CLEANING FUND	800.00	0.00
70200 - SALARY	11820.00	12053.79	DEPARTMENT TOTAL:	26290.00	15225.78
71500 - SOC. SEC.	845.00	862.06			
71600 - HOSPITAL	1931.00	757.68	266 - DAVIS MEMORIAL BUILDING		
71700 - LIFE & DIS.	260.00	232.10	70200 - SALARY	1731.00	328.86
71801 - RETIREMENT	162.00	283.16	71500 - F.I.C.A.	311.00	23.50
72200 - UNEMPLOY.	42.00	0.00	75000 - JAN. SUPPLIES	250.00	0.00
72400 - WORKER'S COMP.	40.00	0.00	91003 - BLDG. INS.	639.00	0.00
72800 - OFF. SUPP.	400.00	625.44	92000 - UTILITIES	3977.00	2778.61
73000 - POSTAGE	800.00	800.00			
74000 - OPER. SUPP.	400.00	329.24	93002 - MAIN./REP.	5831.00	863.12
85000 - TELEPHONE	1000.00	1139.69	DEPARTMENT TOTAL:	12739.00	3994.09
91004 - GEN. LIAB. INS.	208.00	0.00			
91006 - ERR. & OMM. INS.	15.00	0.00			
DEPARTMENT TOTAL:	17923.00	17083.16			



DESCRIPTION	APPROPRIATION	EXPENDED	DESCRIPTION	APPROPRIATION	EXPENDED
276 - CEMETERIES MAINTENANCE			74100 - UNIFORMS	7500.00	7576.69
70200 - SALARIES	1960.00	1793.66	80401 - LEGAL FEES	6500.00	8449.50
70204 - SAL. P/T	3308.00	2527.00	83000 - MEM./DUES	300.00	177.00
71500 - SOC. SEC.	377.00	308.95	85000 - TELEPHONES	7000.00	7781.93
71600 - HOSPITAL	180.00	0.00	86000 - TRAVEL	600.00	629.97
71700 - LIFE/DIS.	21.00	0.00	86500 - GAS/OIL	10000.00	7174.78
71801 - RETIREMENT	28.00	0.00	90000 - ADVERTISING	850.00	574.81
72200 - UNEMPLOY.	12.00	0.00	90500 - PTINTING	1700.00	1529.53
72400 - WORK. COMP.	410.00	0.00	91001 - VEHICLE INS.	3762.00	0.00
74000 - OPER. SUPP/INS.	485.00	667.85	91004 - GEN. LIAB. INS.	9540.00	0.00
86500 - GASOLINE	350.00	0.00	91005 - PD LIAB. INS.	9017.00	0.00
96500 - ABAND. YDS.	800.00	353.60	91006 - ERR. & OMM. INS.	689.00	0.00
97000 - CAP. OUT.	200.00	0.00	93001 - VEH. REP./MAIN.	5500.00	11177.65
			93002 - EQUIP. REP./MAIN.	650.00	299.00
DEPARTMENT TOTAL:	8131.00	5651.06	93003 - RADIO REP./MAIN.	1800.00	1547.30
301 - POLICE DEPARTMENT			95600 - MISC. EXP.	150.00	14.72
70201 - SALARIES	330385.00	320193.32	96900 - PHYS. & TESTING	1200.00	1821.10
70202 - HOLIDAY PAY	10635.00	9857.60	96000 - ED. & TRAIN.	6300.00	7809.69
70203 - OVERTIME	17000.00	25768.70	97001 - CRUISER PURCHASE	11366.00	11200.14
70204 - SPEC. OFF.	6000.00	6409.25	97002 - EQUIP. PURCHASE	6860.00	7921.96
70205 - CROSSING GRDS.	5400.00	3702.07			
70206 - CON. SERVICES	10000.00	12419.25	DEPARTMENT TOTAL:	588761.00	518809.82
71500 - F.I.C.A.	1009.00	1158.82	371 - BUILDING CODE/INSPECTOR		
71600 - HOSPITAL	25800.00	24103.08	70200 - SALARY	20400.00	20635.00
71700 - LIFE/DIS.	4160.00	3614.70	71500 - SOC. SEC.	1459.00	1475.21
71802 - RETIREMENT	37603.00	30892.12	71600 - HOSPITAL	1931.00	2342.47
72200 - UNEMPLOYMENT	1120.00	0.00	71700 - LIFE/DIS.	254.00	253.20
72400 - WORKER'S COMP.	42865.00	0.00	71801 - RETIREMENT	300.00	513.88
72800 - OFF. SUPP.	500.00	256.40	72200 - UNEMPLOY.	42.00	0.00
72900 - BKS. & PUB.	600.00	643.10	72400 - WORKER'S COMP.	990.00	0.00
73000 - POSTAGE	800.00	580.04	72900 - SUPP. & PUB.	1100.00	957.21
74000 - OPER. SUPP.	3600.00	3525.60	86000 - TRAVEL/MILE.	2080.00	1876.26
PD PG SUB TOTAL	497477.00	443124.05	91004 - LIAB. INS.	231.00	0.00
			91006 - ERR. & OMM. INS.	17.00	0.00

DESCRIPTION	APPROPRIATION	EXPENDED	DESCRIPTION	APPROPRIATION	EXPENDED
96000 - ED. & TRAIN.	1820.00	1267.65	91003 - BLDG. INS.	2555.00	0.00
DEPARTMENT TOTAL:	30624.00	29320.88	91004 - GEN. LIAB. INS.	6615.00	0.00
426 - CIVIL DEFENSE			91006 - ERR. & OMM. INS.	372.00	0.00
			92100 - ELECT.	2550.00	1877.73
			92200 - HEAT	2607.00	1374.27
74000 - CD ALLOCATION	10.00	0.00	92300 - W&S CHARGES	210.00	0.00
DEPARTMENT TOTAL:	10.00	0.00	93001 - EQUIP. RENT	10000.00	8368.52
441 - PUBLIC WORKS DEPARTMENT			93002 - EQUIP. MAIN.	34650.00	36816.71
			96000 - ED. & TRAIN.	0.00	548.76
70201 - DIR. & ASST.	87000.00	71286.91	97004 - GRAVEL PIT	4000.00	4000.00
70202 -ADMIN. O.T.	4044.00	3634.41	97009 - DUMP TRUCK	57000.00	57576.00
70203 - HR. PAYROLL	107836.00	100428.41	97010 - UTIL. TRKS. (2)	0.00	0.00
70204 - OT PAYROLL	23000.00	17748.70	97011 - SPREADER	10500.00	0.00
71500 - SOC. SEC.	15364.00	14407.74	97012 - MAIN. SOFTWARE	10.00	0.00
71600 - HOSPITAL	18146.00	20775.72	97013 - AUTO	0.00	0.00
71700 - LIFE/DIS.	2441.00	2363.20	97014 - MICRO FILM	5000.00	5000.00
71801 - RETIREMENT	3146.00	5401.03	97015 - GAR. STUDY	0.00	0.00
71803 - ICMA RETIREMENT	0.00	0.00	97016 - PAINT STRIPER	0.00	0.00
72200 - UNEMPLOY.	604.00	0.00	97017 - ROAD TRIM	6000.00	3076.96
72400 - WORKER'S COMP.	20643.00	0.00	97018 - LASER	0.00	0.00
74000 - OPER. SUPP.	9500.00	11488.52	97019 - GRADER	0.00	754.00
74100 - UNIFORMS	1905.00	1832.64	97020 - EMERSON RD. PROJ.	2000.00	1833.80
74300 - WIN. ABRAS.	11260.00	13748.27			
74400 - PATCH	2000.00	970.98	DEPARTMENT TOTAL:	721019.00	557791.06
74500 - BRIDGE MAIN.	100.00	0.00	450 - STREET LIGHTING APPROPRIATION		
74700 - ROAD RECON.	209483.00	134628.61	78000 - STREET LIGHT	31054.00	27638.99
74900 - TRAFFIC SIGNS	12000.00	5781.49	DEPARTMENT TOTAL:	31054.00	27638.99
75000 - HIGH. MAIN.	4000.00	2408.19	526 - REFUSE COLLECTION		
85000 - OFF. TELEPHONE	2727.00	3329.85	70200 - SALARY	10246.00	11235.55
85008 - TELE. TRANS. IN.	0.00	0.00	70201 - OVRTIME	650.00	726.36
96000 - TRAVEL	1250.00	1223.43	71500 - SOC. SEC.	779.00	855.32
86500 - GAS/OIL	22000.00	25106.21	71600 - HOSPITAL	1159.00	2162.28
91001 - VEH. INS.	18501.00	0.00			
PWD PG SUB TOTAL	576950.00	436564.31			

DESCRIPTION	APPROPRIATION	EXPENDED	DESCRIPTION	APPROPRIATION	EXPENDED
691 – PARKS & RECREATION DEPARTMENT			96600 – OPER. SUPP.	28435.00	28435.00
70201 – SALARY	0.00	12091.59	DEPARTMENT TOTAL:	28435.00	28435.00
70203 – P/T HOURLY	0.00	17661.48	801 – DURHAM PLANNING BOARD		
70204 – HOURLY OT	0.00	373.28	70201 – P.B. MEMBERS	1950.00	1928.01
71500 – SOC. SEC.	0.00	2140.57	70202 – CLERK	8320.00	14548.20
71600 – HOSPITAL	0.00	755.22	70203 – PLAN. ASST.	10000.00	7644.26
71700 – LIFE/DIS.	0.00	189.90	70204 – INSPECT.	100.00	2328.29
71801 – RETIREMENT	0.00	323.63	71500 – SOC. SEC.	1530.00	1780.84
72000 – BENEFIT & INS.	7938.00	0.00	71600 – HOSPITAL	1932.00	172.20
72200 – UNEMP.	0.00	0.00	71700 – LIFE/DIS.	260.00	0.00
72400 – WORK. COMP.	0.00	0.00	71801 – RETIREMENT	299.00	94.34
86500 – GAS/OIL	0.00	272.60	72200 – UNEMP.	42.00	0.00
91001 – VEH. INS.	2612.00	0.00	72400 – WORKER'S COMP.	300.00	0.00
91003 – BLDG. INS.	464.00	0.00	72800 – OFF. SUPP.	0.00	158.40
91004 – GEN. LIAB.	460.00	0.00	72900 – BKS. PUB.	100.00	49.09
91006 – ERR. & OMM. INS.	27.00	0.00	75000 – TELEPHONE	0.00	0.00
93010 – PARKS MAIN.	11042.00	3122.51	80200 – ENG. FEES	0.00	0.00
93020 – EQUIP. MAIN.	3556.00	2328.81	80400 – LEGAL FEES	1200.00	1984.83
93040 – BEAUT./MAIN.	7600.00	2657.18	90100 – LEGAL NOTICES	750.00	1120.61
93050 – RINK MAIN.	5734.00	1790.91	90500 – PRINTING	1500.00	787.87
93060 – TENN. CT. MAIN.	618.00	38.31	91004 – GEN. LIAB. INS.	2425.00	0.00
93070 – FIELD MAIN.	12430.00	2110.33	91006 – ERR. & OMM. INS.	175.00	0.00
93080 – ORYA SERVICES	1487.00	698.86	94000 – EQUIP. RENTAL	10.00	0.00
96602 – ORYA CONT.	11563.00	11563.50	96000 – PROF. DEV.	400.00	164.00
97001 – VEH. CAP. RES.	0.00	0.00	96600 – RESEARCH	0.00	0.00
97002 – NEW EQUIP.	400.00	79.47	96800 – REGISTRY	330.00	394.80
97501 – IRREG. INSTALL.	0.00	0.00	96900 – R.P.C.	3817.00	3817.00
97503 – REEL MOWER	0.00	0.00			
97604 – PIER RECON.	0.00	0.00			
97605 – B-BALL HOOPS	1300.00	1090.00	DEPARTMENT TOTAL:	35440.00	36972.74
DEPARTMENT TOTAL:	67231.00	59288.15	805 – ZONING BOARD OF ADJUSTMENT		
738 – DURHAM PUBLIC LIBRARY			70200 – SALARY	200.00	9.00
			80400 – LEGAL EXP.	0.00	0.00

DESCRIPTION	APPROPRIATION	EXPENDED	DESCRIPTION	APPROPRIATION	EXPENDED
71700 - LIFE/DIS.	156.00	253.20	95000 - WASTE STUDY	0.00	0.00
71801 - RETIREMENT	151.00	0.00			
72200 - UNEMPLOY.	26.00	0.00			
72400 - WORKER'S COMP.	1469.00	0.00	DEPARTMENT TOTAL:	22318.00	17678.16
DEPARTMENT TOTAL:	14636.00	15232.71	530 - LAMPREY REGIONAL COOPERATIVE		
			80600 - LAMPREY FEES	135000.00	167370.45
528 - DOWNTOWN LITTER REMOVAL			DEPARTMENT TOTAL:	135000.00	167370.45
70200 - SALARY	2931.00	2982.45			
71500 - SOC. SEC.	206.00	211.31	602 - HEALTH OFFICER		
72200 - UNEMPLOY.	25.00	0.00			
72400 - WORKER'S COMP.	196.00	0.00	70200 - SALARY	350.00	0.00
74000 - OPER. SUPP.	900.00	985.12	74000 - OPER. SUPP.	350.00	0.00
DEPARTMENT TOTAL:	4258.00	4178.88	DEPARTMENT TOTAL:	700.00	0.00
529 - DURHAM POINT DISPOSAL AREA			661 - WELFARE/OLD AGE ASSISTANCE		
70200 - SALARY	11549.00	11276.03			
71500 - SOC. SEC.	826.00	819.88	84400 - O.A.A.	4500.00	72.27
71600 - HOSPITAL	1160.00	0.00	84500 - WELFARE	5000.00	2523.10
71700 - LIFE/DIS.	156.00	0.00			
71801 - RETIREMENT	170.00	441.69	DEPARTMENT TOTAL:	9500.00	2595.37
72200 - UNEMPLOY.	25.00	0.00			
72400 - WORKER'S COMP.	879.00	0.00	681 - RESIDENTIAL TREES		
74000 - OPER. SUPP.	550.00	290.86			
86500 - GAS/OIL	230.00	88.26	70200 - SALARY	859.00	1218.18
91000 - INSURANCE	1065.00	0.00	71500 - SOC. SEC.	0.00	87.09
91001 - VEH. INSURANCE	1607.00	0.00	74000 - OPER. SUPP.	1268.00	844.00
91003 - BLDG. INSURANCE	809.00	0.00			
92100 - ELECTRICITY	292.00	172.26	DEPARTMENT TOTAL:	2127.00	2149.27
93000 - EQUIP. MAIN.	2000.00	2689.18			
94000 - EQUIP. RENT	1000.00	1900.00			



DESCRIPTION	APPROPRIATION	EXPENDED	DESCRIPTION	APPROPRIATION	EXPENDED
90100 - LEGAL NOTICE	400.00	670.11	DEPARTMENT TOTAL:	150.00	150.00
DEPARTMENT TOTAL:	600.00	679.11	336 - DURHAM/UNH FIRE DEPARTMENT		
814 - COMPUTER & COPIER			96600 - TOWN 1/3	215283.00	162444.05
74001 - COPIER SUPP.	1600.00	1851.26	DEPARTMENT TOTAL:	215283.00	162444.05
74002 - COM. SUPP.	2650.00	948.77	345 - DISPATCH CENTER		
93002 - REP/MAIN/COM.	5000.00	6081.25	96600 - TOWN 1/3	45000.00	22500.00
DEPARTMENT TOTAL:	9250.00	8881.28	DEPARTMENT TOTAL:	45000.00	22500.00
836 - SQUAMSCOTT HOME HEALTH (ORHH)			347 - DURHAM AMBULANCE		
96600 - ORHH ALLOC.	8778.00	8778.00	96600 - TOWN CONTRIBUTION	13330.00	14010.49
DEPARTMENT TOTAL:	8778.00	8778.00	DEPARTMENT TOTAL:	13330.00	14010.49
837 - NEWMARKET REGIONAL HEALTH			GENERAL FUND TOTAL:	2378164.00	2016120.12
96600 - NRH ALLOC.	2100.00	2100.00			
DEPARTMENT TOTAL:	2100.00	2100.00			
860 - MISCELLANEOUS ACCOUNTS					
80200 - TAX MAPS	300.00	0.00			
94002 - HYDRANT RENTAL	18925.00	0.00			
95600 - SWAN FOOD	250.00	225.10			
95800 - PROP. TAXES	1500.00	0.00			
97100 - PUR. PROP.	500.00	0.00			
DEPARTMENT TOTAL:	21475.00	225.10			
880 - MEMORIAL DAY					
96000 - MEM. ALLOC.	150.00	150.00			

DESCRIPTION	APPROPRIATION	EXPENDED	DESCRIPTION	APPROPRIATION	EXPENDED
1986 WARRANT ARTICLES			05-002 WATER FUND		
1) REVALUATION	30000.00	30000.00	50500 - WATER PUR.	20000.00	40576.54
TOTAL WARRANTS:	30000.00	30000.00	51000 - FLOURIDE	4000.00	2484.90
TOTAL WAR. & GEN.FUND:	2408164.00	2046120.12	51510 - METER/MATERIALS	7278.00	3395.79
NON - APPROP. EXPEND.			51520 - METER LABOR	2151.00	2002.76
1) OVERLAY/ABATEMENTS	30000.00	10907.54	51530 - METER READINGS	800.00	0.00
2) COUNTY TAX	446290.00	446290.00	52010 - BREAK MATERIAL	1306.00	959.53
3) SCHOOL APPROPRIATION	3471919.00	3490034.00	52020 - BREAK LABOR	1848.00	1572.29
TOTAL - NON APPROP. FUNDS	3948209.00	3947231.54	52510 - HYDRANT MATERIAL	1697.00	810.89
GRAND TOT. - GEN. FUND EXP.:	6356373.00	5993351.66	52520 - HYDRANT LABOR	2036.00	606.84
			53010 - DISTRIBUTION MAT.	8980.00	13070.91
			53020 - DISTRIBUTION LAB.	4105.00	1016.35
			55000 - PW DIR.	4050.00	4049.86
			55500 - OFF. INS.	8235.00	75.28
			57000 - PAY BENEFITS	3507.00	111.97
			58000 - BOND PAYMENT	40200.00	0.00
			59500 - MILL RD. PROJ.	7250.00	0.00
			59700 - WELL MAIN.	23500.00	10159.42
04 - 945 DEBT SERVICE			59701 - BOOSTER	0.00	127.66
99100 - BOND DEBT/P	355000.00	355000.00	59800 - SYSTEM STUDY	0.00	246.68
99200 - LONG TERM/P	93533.00	135133.33	59900 - TANK MAIN.	4000.00	751.85
99500 - BOND DEBT/I	168498.00	170407.50	71500 - SOC. SEC.	0.00	661.23
99600 - LONG TERM/I	30502.00	40487.22			
99700 - T.A.N. INT.	182813.00	154847.02	FUND TOTAL:	144943.00	82680.75
99800 - LONG/T COP./P.	3000.00	3000.00			
99801 - LONG/T COP./I.	653.00	652.50			
FUND TOTAL:	833999.00	859527.57			

SEWER FUND	DESCRIPTION	APPROPRIATION	EXPENDED	DESCRIPTION	APPROPRIATION	EXPENDED
05-004 SEWER DEPARTMENT				93002 - REP/REPLACEMENT	1334.00	1102.61
				DEPARTMENT TOTAL:	7691.00	9660.09
70201 - PW DIR.	7225.00	6390.28		006 - RITZMAN LAB		
70202 - OPERATORS	46239.00	45064.55				
70203 - CREW F/T	38753.00	39374.39		92100 - ELECTRICITY	320.00	0.00
70204 - OTHER LABOR	7000.00	7599.26		93002 - REP/REPLACEMENT	500.00	0.00
70300 - SEL. TRE. PAY	474.00	690.69		DEPARTMENT TOTAL:	820.00	0.00
711500 - F.I.C.A.	0.00	6366.32				
72000 - PAY BENEFITS	28250.00	10876.72		007 - OYSTER RIVER PUMPING STATION		
72800 - OFF. SUPP.	496.00	713.46				
74000 - OPER. SUPP.	2671.00	128.36		92100 - ELECT.	250.00	239.24
74001 - COMPOST PROJ.	13898.00	14718.36		93002 - REP/REPLACEMENT	0.00	15.66
74100 - CLOTH. ALLOW.	500.00	524.96		DEPARTMENT TOTAL:	250.00	254.90
74200 - CHEMICALS	28564.00	39434.72				
85000 - TELEPHONE	2568.00	2080.57		008 - OLD CONCORD ROAD PUMP STATION		
86500 - GAS/OIL TRANS.	0.00	753.28				
86600 - PROPANE GAS	3272.00	0.00		92100 - ELECTRICITY	500.00	407.90
91001 - VEH. INS.	5689.00	0.00		92300 - WATER	1000.00	0.00
91003 - BLDG. INS.	15731.00	0.00		93002 - REP/MAINTENANCE	50.00	830.93
91004 - GEN. LIAB.	7108.00	98.91		DEPARTMENT TOTAL:	1550.00	1238.83
92100 - ELECTRICITY	86500.00	67378.61				
92300 - WATER	525.00	0.00		008 - SEWER CAPITAL		
93001 - VEH. OPER.	9500.00	6264.47				
93002 - REP/MAIN.	22000.00	19122.85		97001 - SEWER SER.	1500.00	3771.76
93008 - SHARED LINES	600.00	267.23		97002 - SEWER STUDY	0.00	3815.89
96000 - DUES/EDUCATION	1044.00	960.00		97003 - TREATMENT PLANT	15000.00	2919.25
96600 - SER.NWGTON	1290.00	3570.00		97004 - LINE MAIN.	1000.00	0.00
DEPARTMENT TOTAL:	329897.00	272377.99		97008 - NOTE PAYMENT	8606.00	0.00
				97009 - UTIL. TRUCK	0.00	0.00
005 - DOVER RD. PUMP STATION				97110 - NEW EQUIPMENT	4640.00	4934.20
				97011 - MOWER	0.00	0.00
92100 - ELECT.	6333.00	8557.48		DEPARTMENT TOTAL:	30746.00	15441.10
92300 - WATER	24.00	0.00				

DESCRIPTION	APPROPRIATION	EXPENDED	DESCRIPTION	APPROPRIATION	EXPENDED
07 - 011 PARKING FUND			85000 - TELEPHONE	0.00	0.00
70201 - SALARY & RETIRE.	10400.00	8234.15	86000 - TRAVEL	0.00	9.60
70202 - HOLIDAY	440.00	0.00	90100 - LEGAL NOTICE	0.00	0.00
70203 - OT	100.00	0.00	94001 - CAR RENTAL	0.00	0.00
71500 - F.I.C.A.	783.00	574.92	97000 - CON. PAYMENT	0.00	284070.21
71600 - HOSPITAL	1492.00	619.92	71500 - F.I.C.A.	0.00	244.23
71700 - LIFE/DIS.	260.00	126.60	FUND TOTAL:	0.00	292362.87
72200 - UNEMPLOY.	70.00	0.00	09-TRUSTEE OF TRUST FUNDS		
72400 - WORKER'S COMP.	908.00	0.00	96501 - CEM. MAINT.	0.00	0.00
73000 - POSTAGE	350.00	207.02	96502 - CEM. MAINT.	0.00	214.27
74000 - OPER. SUPP.	50.00	0.00	96503 - DOE FARM EXP.	0.00	23.91
74100 - UNIFORMS	400.00	577.00	FUND TOTAL:	0.00	238.18
80300 - COM. SER.	5440.00	5517.00	OTHER GOVT TRANSFERS		
90500 - PRINT. EXP.	1100.00	1679.06	FUND TOTAL:	0.00	0.00
93002 - REP./MAIN.	800.00	3450.00	TOTAL OTHER FUNDS:	1373033.00	1554982.95
98050 - EQUIP. INS.	44.00	0.00	TOTAL:	6356373.00	5993351.66
FUND TOTAL:	22637.00	20985.67	(GEN. FUND, WAR. & NON APP.)		
08-012 CONSERVATION COMMISSION FUND			GRAND TOTAL - ALL FUNDS:	7729406.00	7548334.61
70200 - SALARY	0.00	0.00	UNDISTRIBUTED EXPENSES:		
80100 - SURVEY EXP.	200.00	0.00	WORKER'S COMPENSATION		39920.00
83000 - COMM. DUES	150.00	180.00	DUNLAP INS. CO.		128000.08
96000 - CON. CAMP	150.00	35.00	UNEMPLOYMENT		2382.57
FUND TOTAL:	500.00	215.00	TOTAL:		170302.65
15-890 URBAN DEVELOPMENT ACTION GRANT					
72800 - OFF. SUPP.	0.00	1566.56			
73000 - POSTAGE	0.00	0.00			
74000 - OPER. SUPP.	0.00	1331.51			
80200 - ENG. FEES	0.00	5140.76			
80400 - LEGAL FEES	0.00	0.00			



THE DURHAM CHARTER COMMISSION

REPORT TO THE BOARD OF SELECTMEN

OF

THE TOWN OF DURHAM, NEW HAMPSHIRE

February 2, 1987





TOWN OF DURHAM  
13-15 NEWMARKET ROAD  
DURHAM, NH 03824-2898  
603 868-5571

THE DURHAM CHARTER COMMISSION


The Board of Selectmen  
Town of Durham  
13-15 Newmarket Road  
Durham, New Hampshire 03824

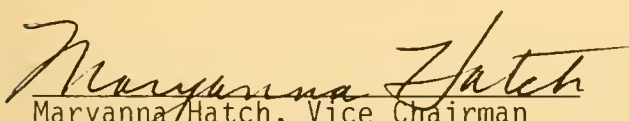
Pursuant to RSA 49-B:4, V, the undersigned enclose the final Report of the Durham Charter Commission dated February 2, 1987, together with the text of the proposed Charter. Also enclosed is the opinion of Peter J. Loughlin, Esquire, on the conformity of the Charter with the Constitution and with general law as required by the aforementioned statute.

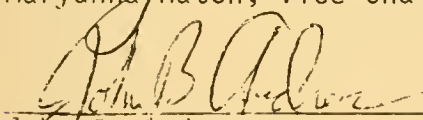
The Charter enclosed with this report represents the one and only Charter proposed by this Commission.

Respectfully submitted,


THE DURHAM CHARTER COMMISSION

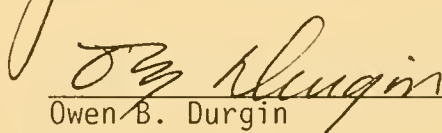
  
Edward W. McNitt, Chairman

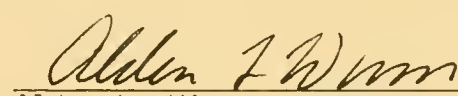
  
Maryanna Hatch, Vice Chairman

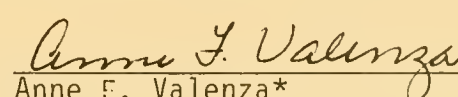
  
John B. Andrews

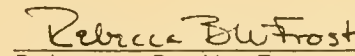
  
Bruce Bragdon

  
James C. Chamberlin

  
Owen B. Durgin

  
Alden L. Winn

  
Anne F. Valenza\*

  
Rebecca B. W. Frost, Secretary

\*Anne F. Valenza replaced Margaret Faulk, an elected member who moved away from Durham, effective August 18, 1986.

FINAL REPORT OF THE CHARTER COMMISSION  
OF THE TOWN OF DURHAM, NEW HAMPSHIRE

The Charter Commission was authorized by the voters on March 11, 1986 for the purpose of creating a municipal charter for the Town of Durham. The Commission was organized in accordance with the provisions of the New Hampshire Revised Statutes Annotated Chapter 49-B. The group is made up of nine members, six of whom were elected at the time the Commission was created. Three were appointed by the Durham Board of Selectmen. Five of the members brought experience as former Selectmen. The other three resident members have background from one or more positions in the town government. The one non-resident member has been in a position to assess the performance of many types of town government as the Executive Director of the New Hampshire Municipal Association. Each of the members is an independent thinker. Total agreement on any item was rare but this diversity insured that the consensus of the majority was attained only after very thorough consideration.

The procedure followed by the Commission in the preparation of the Charter was as follows:

- To gather from residents as many opinions as possible on what changes are needed in the town government.
- To study the different forms of government allowed a municipality under New Hampshire law and to examine the advantages and disadvantages of each type.
- To select those elements of town government which best meet the needs of Durham and to combine them in a charter for the town.

Since its organization, the Commission has held two public hearings, engaged in many conversations with residents, considered letters sent to the Commission, studied the charters for virtually every form of government in the New England states, interviewed officials from neighboring towns having various forms of government of interest to Durham, and held 15 meetings. Approximately one-third of the time was devoted to studying the ideas offered by residents and ascertaining the needs of the town.

Fulfillment of these needs became the focus underlying every action taken by the Commission whether it was the retention of some aspect of the present form of government or the proposing of a change. Key among the objectives are:

- To protect the town character of Durham.



- To encourage citizen participation as part-time town officers.

- To provide fully qualified professional administration of the town's operating functions on a full-time basis.

- To provide for year-round town decision making and legislative capability.

- To have clear and undivided lines of responsibility for all activities with accountability to elected officials.

- To ensure the individual rights of residents and town employees.

There was overwhelming sentiment that Durham should not have a city type government. Preserving the characteristic features of a medium-sized New England town was an objective which precluded partisan elections and typical city structures such as mayor-aldermen or mayor-council with wards or districts. Durham should remain a town where the decisions of government are made by part-time elected officials and volunteer advisory boards.

A clear majority of citizens as well as many individuals active in town affairs during recent years asked for full-time professional administration of all town operations. The current executive body, the Board of Selectmen, must be knowledgeable in areas ranging from computers to labor negotiations. Additionally, the Selectmen must be responsible for a large burden of day-to-day detail in the running of the town. The lack of any provision for delegation of the day-to-day details and the extensive time commitments required of a conscientious selectman has made it increasingly difficult to attract qualified candidates.

The Charter provides for a full-time professional Administrator who has experience and training in all phases of town operations. This person would supervise all of the town departments with the Department heads reporting only to him. There would be no division of authority. The Administrator in turn would be fully accountable to the elected representatives of the Council which would set the goals for and evaluate the Administrator's performance. However, the Council and its individual members would be barred from any interference in the operations reporting to the Administrator.

Initially, the Commission was concerned over possible reactions of the Department heads and other town employees to the interposition of the Administrator between them and the elected governing body. This question was raised with each of the visiting officials. In all cases we received the same answer. Almost all employees welcomed the arrival of a manager or administrator. They felt that the administrator had a better understanding of their activity and its problems, was more consistent in his decisions, and was much easier to work for than an ever-changing committee of elected officials. Provisions of the Charter provide for a personnel plan to insure fair and consistent treatment of all employees.

With the responsibility for the day-to-day operation of the town transferred to the Administrator, the present Board of Selectmen would be eliminated.

The members of the Charter Commission do not feel that the Town Meeting is an obsolete symbol of a New England tradition of grass roots democracy. Historically, the Meeting serves two functions. One function - the responsibility for town legislative action - has become increasingly inefficient. The other function - as a forum for citizen debate of town issues and a means of interchange between town officials and voters - remains effective and is probably more needed than ever before.

The Town Meeting has severe limitations as the legislative body for all of the townspeople. During the last five years an average of fewer than 8% of the registered voters cast votes in the deliberative sessions. Many citizens attending have been unable or unwilling to prepare themselves on the important and complex issues to be considered at the meeting. Small but vocal groups espousing special issues or interests can undo the careful labors of Selectmen and the Budget Committee, discouraging citizen participation in these bodies. Decisions needed during the course of the year are not made until Town Meeting day and the town must operate without a budget or approval of major projects for the first quarter of every year. The Charter transfers the legislative authority of the Meeting to the Council where issues can be decided by well-briefed Councilors responsible to all of the voters at any time during the year.

In its second function, that of a forum for debate, the Meeting remains essential to the Town. Residents will continue to look forward to attending the meeting to learn the plans of their elected representatives, to ask and get straightforward answers to their questions, to challenge practices they consider unfair, and most important, to stand up before fellow citizens and rally them to a position. This function of the Meeting is retained in the expectation that it will become increasingly used to foster communication between the voters and town officials. The Charter also calls for continuance of the Town Report in the present format.

Not only in Town Meeting but throughout the year the government must be responsive to the individual citizen. The Charter guarantees the right to be heard by the Council, to petition legislation and referenda of Council action and, for significant deviation from the intention of the electorate, recall from elected office.

The proposed nine-member Council will become the focal point for all major town decisions. It will appoint and coordinate the advisory boards and committees. The Council will be responsible for all legislation, setting the guidelines for all town operations, approval of the budget and long-range plans. Major borrowing, any land use ordinances and amendments to the Charter will still require approval of the voters at an election. Budgets will be prepared in the town departments, reviewed by the Administrator and authorized by

the Council before the start of the year. All of the present advisory committees and boards are retained except the Budget Committee. Public hearings are required before all major Council actions.

The preponderance of decisions to be made by the Council will be managerial in nature rather than the administrative detail now comprising a large portion of the Selectmen's agenda. Four additional members should greatly reduce the time commitment now required of the Selectmen. The upgrading of the importance of the issues treated by the Council should make the office of Councilor more attractive to qualified residents.

Perhaps the greatest challenge to our town is the rapid population and industrial growth of southern New Hampshire. Changes in the surrounding communities will bring pressures on the economy and the quality of life as we know it in Durham. It is only through well considered planning in advance of need that the residents can determine the future character of Durham. The Charter calls for a six-year plan covering public buildings, roads, water lines, sewers, other utilities, public open space, recreation facilities and major purchases of equipment. The plan would include estimated costs, methods of financing and yearly expense. Each year, the plan would be revised and extended for an additional year and the current costs included in the annual budget for the town.

The changes discussed above are significant but they do not infringe upon the essential nature of our town government. Durham will remain a town governed by a group of part-time elected officials assisted by volunteer advisory boards staffed with able and dedicated citizens.

Since the Town of Durham does not have any Charter at the present time, there is no detail of changes from the present Charter included in this document.

Respectfully submitted,

THE DURHAM CHARTER COMMISSION  
Edward W McNitt, Chairman  
Maryanna Hatch, Vice Chairman  
John B Andrews  
Bruce Bragdon  
James C Chamberlin  
Owen B Durgin  
Alden L Winn  
Anne F. Valenza  
Rebecca B W Frost, Secretary

February 2 1987



PETER J. LOUGHLIN

Attorney At Law

Leonard Cotton House • Strawberry Banke  
Post Office Box 1111  
PORTSMOUTH, NEW HAMPSHIRE 03801  
TEL. (603) 431-6466

Peter J. Loughlin

Briand T. Wade

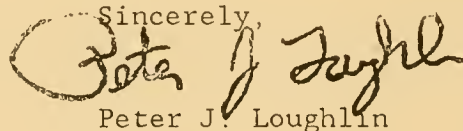
January 29, 1987

Edward W. McNitt, Chairman  
Durham Charter Commission  
P.O. Box 577  
Durham, NH 03824

Dear Mr. McNitt:

This letter is to advise you that I have reviewed the draft of the proposed Durham Charter which you delivered to my office on January 27, 1987. Please be advised that it is my opinion that the proposed Charter is not in conflict with the Constitution or General Laws of the State of New Hampshire.

Sincerely,

A handwritten signature in dark ink, appearing to read "Peter J. Loughlin", is written over a circular embossed or stamped mark.

Peter J. Loughlin

PJL/sjt



## TABLE OF CONTENTS

ARTICLE 1	Incorporation; Town Form of Government; Power
Sec. 1.1.	Incorporation.
Sec. 1.2.	Town Form of Government.
Sec. 1.3.	Construction.
Sec. 1.4	Intergovernmental Relations.
ARTICLE 2	Election Officials; Conduct of Elections
Sec. 2.1.	Composition of Board of Election Officers.
Sec. 2.2.	Moderator.
Sec. 2.3.	Supervisors of the Checklist.
Sec. 2.4.	Duties of the Supervisors of the Checklist.
Sec. 2.5.	Conduct of elections.
Sec. 2.6.	Preparation of ballots.
Sec. 2.7.	Preservation of ballots.
Sec. 2.8.	Contested elections.
Sec. 2.9.	Display of campaign materials at polling place.
ARTICLE 3	Town Council
Sec. 3.1.	Membership; term of office.
Sec. 3.2.	Organization meeting.
Sec. 3.3.	Selection of Chairman and Chairman Pro Tem.
Sec. 3.4.	Qualifications of Councilors.
Sec. 3.5.	Vacancies.
Sec. 3.6.	Salaries and compensation.
Sec. 3.7.	Exercise of Powers; Meetings; Rules of Procedure.
Sec. 3.8.	Ordinances.
Sec. 3.9.	Emergency ordinances.
Sec. 3.10.	Emergency appropriations.
Sec. 3.11.	Codification of ordinances.
Sec. 3.12.	Existing ordinances.
Sec. 3.13.	Powers and duties.
Sec. 3.14.	Delegation of Powers.
Sec. 3.15.	Inquiries and Investigations.
Sec. 3.16.	Board Procedures.
ARTICLE 4	Administration of Government
Sec. 4.1.	Town Administrator.
Sec. 4.2.	Qualifications.
Sec. 4.3.	Reprimand or Removal from office.
Sec. 4.4.	Acting Administrator.
Sec. 4.5.	Powers and duties of Administrator.
Sec. 4.6.	Appointment of department heads; suspension; appeal.
Sec. 4.7.	Non-interference with Town Administration.
Sec. 4.8.	Departments.
Sec. 4.9.	Town attorneys.
Sec. 4.10.	Fiscal Affairs: Treasurer; Investment Advisor; Finance Management; Audit.
ARTICLE 5	Finance
Sec. 5.1.	Fiscal year.
Sec. 5.2.	Budget procedure.
Sec. 5.3.	Budget hearings.
Sec. 5.4.	Final date for budget adoption.
Sec. 5.5.	Appropriations after adoption of budget.
Sec. 5.6.	Quarterly budget reports; reductions.
Sec. 5.7.	Transfers.
Sec. 5.8.	Capital Improvement Plan.

- Sec. 5.9. Lapse of appropriations.
- Sec. 5.10. Depository.
- Sec. 5.11. Bonding of officials.
- Sec. 5.12. Borrowing procedure.
- Sec. 5.13. Purchasing procedure.
- Sec. 5.14. Special assessments.
- Sec. 5.15. Trust Funds.
  
- ARTICLE 6 Personnel Policies
  - Sec. 6.1. Appointments.
  - Sec. 6.2. Personnel Plan.
  - Sec. 6.3. Compensation.
  - Sec. 6.4. Certification of payroll.
  
- ARTICLE 7 Conduct of Officials
  - Sec. 7.1. Conditions for holding Office.
  - Sec. 7.2. Conflicts of interest.
  - Sec. 7.3. Disqualification from decision-making process.
  - Sec. 7.4. Private use of Town property and personnel.
  - Sec. 7.5. Acceptance of gifts and gratuities.
  - Sec. 7.6. Disposition of fees.
  - Sec. 7.7. Misuse of Information.
  
- ARTICLE 8 Citizen Concerns; Initiative Petition; Referendum, Recall
  - Sec. 8.1. Citizen Concerns.
  - Sec. 8.2. Initiative Petitions.
  - Sec. 8.3. Referendum Petitions.
  - Sec. 8.4. Submission of Proposed Measure to Voters.
  - Sec. 8.5. Measures with Conflicting Provisions.
  - Sec. 8.6. Recall of Officeholders.
  - Sec. 8.7. Budget Process.
  
- ARTICLE 9 Town Report; Town Meeting
  - Sec. 9.1. Town Report.
  - Sec. 9.2. Annual Town Meeting.
  
- ARTICLE 10 General Provisions
  - Sec.10.1. Certificate of Election and Appointment.
  - Sec.10.2. Term commencement; notice of election or appointment.
  - Sec.10.3. Vacancies.
  - Sec.10.4. Public records and meetings.
  - Sec.10.5. Agreements with other municipalities.
  - Sec.10.6. Specific provisions to prevail.
  - Sec.10.7. Severability.
  - Sec.10.8. Authentication of Charter; copies to be kept on file.
  - Sec.10.9. Charter amendments.
  - Sec.10.10. Violations and penalties.
  - Sec.10.11. Rules and Regulations.
  - Sec.10.12. Reorganization Plans.
  - Sec.10.13. Proposed Reorganization Plans by Administrator.
  - Sec.10.14. Indemnification of Town Officers, Board members, and employees.
  - Sec.10.15. Prohibition.
  - Sec.10.16. Procedures.
  - Sec.10.17. Land Use Ordinances.
  - Sec.10.18. Municipal Budget Law Repealed.
  
- ARTICLE 11 Administrative and Judicial Boards
  - Sec.11.1. Administrative Committees.
  - Sec.11.2. Judicial Board.
  - Sec.11.3. Terms of Office.
  - Sec.11.4. Vacancies in Elected Office.

ARTICLE 12	Transitional Provisions
Sec.12.1.	Continuation of Government.
Sec.12.2.	Continuation and Compensation of Personnel.
Sec.12.3.	Transfer of Records and Property.
Sec.12.4.	Effect on Obligations, Taxes and other Legal Acts.
Sec.12.5.	Effective Date and Interim Budget.
Sec.12.6.	Abolition of certain Boards.
Sec.12.7.	Council, Town Clerk-Tax Collector, and Moderator.
Sec.12.8.	Expiration of Terms of Office of Continued Boards.
Sec.12.9.	First Election.

## ARTICLE 1

### Incorporation; Town Form of Government; Power

#### Sec. 1.1. Incorporation.

The inhabitants of the Town of Durham shall continue to be a body politic and corporate under the name of the "Town of Durham" and as such to enjoy all the rights, immunities, powers and privileges and be subject to all the duties and liabilities now appertaining to or incumbent upon them as a municipal corporation. All existing property of the Town shall remain vested in it, and all its existing debts and obligations shall remain obligatory upon it under this Charter.

#### Sec. 1.2. Town Form of Government.

The administration of the fiscal, prudential, municipal and other affairs of the Town, with the governance thereof, shall be vested in a Town Council, shall be directed by a Town Administrator, and shall consist of the various departments of the Town as established by this Charter and from time to time by the Town Council. Except as expressly authorized by this Charter, no Councilor shall participate in the conduct of the administrative affairs of the Town.

#### Sec. 1.3. Construction.

The powers of the municipality under this Charter are to be construed liberally in favor of the Town, and the specific mention of particular powers is not intended to limit in any way the general powers of the municipality as stated in Sec. 1.1.

Any word in this charter which may be construed to be either masculine or feminine gender shall be considered gender free.

#### Sec. 1.4. Intergovernmental Relations.

Subject only to express limitations in the provisions of the New Hampshire Statutes, the Town may exercise any of its powers or perform any of its functions under this Charter and may participate in the financing thereof, jointly or in cooperation, by contract or otherwise, with the State of New Hampshire, or any political subdivision or agency thereof, or the United States of America or any agency thereof.

## ARTICLE 2

### Elections: Election Officials; Conduct of Elections.

#### Sec. 2.1. Composition of Board of Election Officers.

The Supervisors of the Checklist, the Moderator and the Town Clerk shall constitute the Board of Election Officers. The Moderator shall be Chairman. The Town Clerk shall serve as the Clerk of the Board.

#### Sec. 2.2. Moderator.

There shall be a Moderator of the Town who shall have all the powers and duties granted to him by this Charter and state law. He shall be elected on an at large basis to a term of two (2) years at the Town election. Without limitation to the foregoing, for election purposes, the Moderator shall have the power to appoint all election officials except those which must be elected or otherwise appointed. The Moderator shall determine whether all ballots from all polling places are to be counted in one or more locations. Vacancies in the office of moderator shall be filled by appointment



made by the Supervisors of the Checklist.

### Sec. 2.3. Supervisors of the Checklist.

A. There shall be three (3) Supervisors of the Checklist who shall hold office for six (6) years (and until their successors are elected and qualified) on a staggered basis so that one Supervisor is elected at each odd year Town election.

B. Vacancies in the Supervisors of the Checklist shall be filled pursuant to RSA 669:64. The person so appointed shall hold office until the vacancy for the unexpired term is filled at the next Town election.

C. The Supervisors shall elect a chairman for a term of two (2) years.

### Sec. 2.4. Duties and Sessions of the Supervisors of the Checklist.

The Supervisors of the Checklist shall have such powers and duties as are specified under New Hampshire law.

### Sec. 2.5. Conduct of elections.

A. The election officers, whose duty it is to conduct regular elections, shall use a Non-Partisan Official Ballot System as detailed in the election laws of the State of New Hampshire, on the Tuesday following the first Monday of November to choose three (3) Councilors and such other officials as are specified by this Charter, each of whom shall be elected by the voters of the entire town.

B. At all Town elections the polls shall be open not less than ten (10) hours and may be open not earlier than six o'clock in the forenoon of the day of the election, nor later than eight o'clock in the forenoon of the day of the election, nor closed earlier than seven in the evening, as the Council shall determine at least thirty (30) days prior to the election.

C. The election laws of the State of New Hampshire shall govern voter qualifications.

D. The Town Council shall specify the polling places of the Town.

### Sec. 2.6. Preparation of ballots.

The Town Clerk shall prepare separate ballots to be used at all local referenda and at elections at which Town officers are chosen. The ballots shall contain in appropriate sections the names of all candidates, listed in alphabetical order, without party designation. Below the list of names of the candidates of each office there shall be as many blank spaces as there are offices to be filled at the election. No titles, military, professional or otherwise, shall accompany the name of any candidate on the ballot.

### Sec. 2.7. Preservation of ballots.

All the ballots cast at each election shall be preserved, maintained and sealed as required by the election laws of the State of New Hampshire.

### Sec. 2.8. Contested elections.

Within seven (7) days after an election the Board of Election Officers shall canvass the votes cast and shall certify the results of the election to the Town Council.

For elections contested on the grounds of fraud or misconduct, the Board shall, subject to such rules and regulations as it may prescribe, upon written request of any candidate, hear and determine any contest on the ground of fraud and/or misconduct

therein within seven (7) days of the filing of the protest. In cases arising under this section, the Board shall have the power to subpoena witnesses and compel the production of all pertinent books, records and other materials.

Within seven (7) days after the election, the Board shall also, subject to such rules and regulations as it may prescribe, upon written request of the candidate, set a date for the recount of ballots cast in the election. Any candidate requesting a recount shall be charged the following fees: where the difference is one percent (1%) or less--no fee; where the difference is greater than one percent (1%) but less than or equal to three percent (3%)--\$100.00; where the difference is greater than three percent (3%)--\$200.00. Said fee shall be prepaid to the Town Clerk. Any candidate who has requested a recount, if declared elected by reason of said recount, shall be entitled to a full refund of the said fee. The Board shall determine the results of any recount. Decisions of the Board in cases of contested elections shall be final.

Tied elections for any elected office shall be determined by lot in a manner as decided by the Town Clerk in the presence of the tied candidates.

#### Sec. 2.9. Display of campaign materials at polling place.

Persons as candidates for elected office or as representing or working for a candidate for office or promoting a petition, resolution, referendum or measure on the ballot may not solicit votes, display, exhibit or distribute any campaign materials within fifty (50) feet of the polling place building. The Moderator shall exercise his powers under State law relative to the conduct of elections, distribution of campaign materials and electioneering within the polling place.

### ARTICLE 3

#### Town Council

##### Sec. 3.1. Membership; term of office.

A. Except as otherwise provided in this Charter, all of the powers of the Town shall be vested in a Town Council (hereafter referred to as the "Council") of nine (9) Councilors. The Councilors shall be elected from the town at large for a three (3) year term of office. Terms will be staggered so that three (3) Councilors shall be elected at each town election.

B. All members shall take office on the first Monday in January (after January first) following their election and shall hold office until their successors are duly elected and qualified.

##### Sec. 3.2. Organization meeting.

The Councilors so chosen shall meet in their capacity as the Council on the first Monday of January (after January first) next following their election for the purpose of taking their respective oaths of office, adopting rules and for the transaction of business required by law or ordinance to be transacted at such meeting. The Town Clerk shall act as the Clerk of the Council and the Moderator shall preside without vote at the first organizational meeting of the Council following enactment of this Charter.

##### Sec. 3.3. Selection of Chairman and Chairman Pro Tem.

The Council shall, by the affirmative vote of at least five (5) members, at its first regular meeting in January following each election, choose one of its members Chairman for a term of one (1) year. The Council shall choose one of its members Chairman Pro Tem, for a term of one (1) year, who shall act in the absence or disability of the Chairman. In the event of a vacancy occurring in the office of Chairman, the

Council shall choose one of its members Chairman at the next regular meeting to serve for the unexpired term. The Chairman shall be the official head of the Town for all ceremonial purposes, he shall preside at all meetings of the Council and may speak and vote at such meetings.

#### Sec. 3.4. Qualifications of Councilors.

Only voters who at all times during their term of office are and remain residents of the Town shall be eligible to hold the office of Councilor. To be eligible for election to the office of Councilor a candidate must be of voting age and must have been a resident of the Town for at least ninety (90) days immediately before the election. The Council is the sole judge of qualification for office. The Council shall declare a vacancy in the event that a member is convicted of committing a Federal or State crime punishable by imprisonment for more than 1 year. A majority of the Council may after investigation and hearing declare a vacancy if a member is convicted of significant violation of a town ordinance; has missed three (3) regularly scheduled meetings in sequence without leave of the Council; has missed one-third (1/3) of all meetings within a calendar year without leave of the Council; has interfered with administration, falsified records, misapplied town funds or property, or is guilty of public conduct the result of which would bring loss of respect for the Council or the Town of Durham.

No Councilor shall, during his term, be eligible to hold any other Town position of remuneration. Notwithstanding the foregoing, a Councilor may be appointed to the position of acting town administrator by a vote of at least seven (7) members of the council for one period not to exceed six (6) months. During this period the acting administrator shall not act as a Town Councilor, however his position shall not be considered vacant. He shall be paid the salary established for the acting position.

#### Sec. 3.5. Vacancies.

Vacancies occurring in the office of Councilor at any time shall be filled, until the next regular election, by the Council at its next regular meeting, by affirmative vote.

#### Sec. 3.6. Salaries and compensation.

Councilors shall receive as compensation the sum of one thousand five hundred dollars (\$1,500.00) per year. The Chairman shall receive an additional five hundred dollars (\$500.00) per year. Councilors shall receive reimbursement for reasonable mileage and expenses incurred in the performance of Town business outside the Town limits of Durham according to rules of the Council.

#### Sec. 3.7. Exercise of Powers; Meetings; Rules of Procedure.

A. Exercise of Powers. Except as otherwise prohibited by law or this Charter, the powers of the Council may be exercised in a manner determined by it.

B. A quorum of the Council for the transaction of any business shall be two-thirds (2/3) of the members currently in office. However a smaller number may adjourn the meeting to another time or date.

C. Meetings. All meetings of the Council shall be public as required by the State "Right to Know Law" (RSA ch. 91-A). Regular meetings shall be held on such day or days of each month at such time as the Council shall by ordinance or resolution direct. Agendas shall be prepared and posted at least forty-eight (48) hours in advance of each regular meeting. Special meetings may be called by the Chairman. Special meetings also may be called at the written request of the Town Administrator or at least six (6) Councilors, and upon such request the Chairman of the Council shall call such special meeting. Written notice of said meeting shall be delivered to each Councilor at least twenty-four (24) hours prior to the call of the meeting. The method of delivery of notice for special meetings shall be by established Council rule. At any meeting the affirmative vote of the majority of the full Council shall be necessary to adopt any



appropriation order.

D. Rules of Procedure. The Council shall establish rules for its proceedings not inconsistent with this Charter. Every matter coming before the Council for action shall be put to a vote and all members shall vote "aye", "nay", or abstain and give a reason for abstaining. The results of such voting shall be duly recorded. All votes shall be recorded by roll call except votes on procedural matters.

#### Sec. 3.8. Ordinances.

A. An ordinance may be introduced by any member at any regular or special meeting of the Council. Upon introduction of any ordinance, the Town Clerk shall distribute a copy to each Councilor and to the Town Administrator, shall file a reasonable number of copies in the office of the Town Clerk and shall post a copy in such other public places as the Council may designate.

B. Every proposed ordinance except land use ordinances of the Council shall be introduced in writing and in the form required for final adoption. No ordinance shall contain more than one subject, which shall be clearly expressed in its title. Each ordinance shall be identified by a number and a short title. The enacting clause shall be "The Town of Durham ordains.....". Any ordinance which repeals or amends an existing ordinance shall set out in full the ordinance, sections or subsections to be repealed or amended, and shall indicate matter to be omitted by enclosing it in brackets or by strikethrough, and shall indicate new matter by underscoring or by italics.

C. After passage of the ordinance's first reading, it shall be published at least once together with a notice of the time and place when and where it will be given a public hearing and be considered for final passage. The first such publication shall precede the date of said hearing by at least five (5) days. Publication for purposes of this section shall mean the publication of a notice in any newspaper distributed in the Town of Durham, stating the number and title of the ordinance and either the text of the ordinance in full or if the full text is not published, then a brief explanation of the purpose of the ordinance and information as to where and when any interested person may obtain a copy of the complete ordinance.

D. Every ordinance, including zoning ordinances, shall take effect upon passage and publication as ordinances required by law, or at a later date as specified in the ordinance. No ordinance shall be introduced and adopted during the same meeting.

E. All ordinances, including any amendments thereto, shall be recorded in full, uniformly and permanently, by the Town Clerk, and each ordinance so recorded shall be authenticated by affixing the signatures of the Council Chairman and the Town Clerk and the Town Seal, and kept on file in the office of the Town Clerk. The Town Clerk shall be responsible for the systematic indexing, printing, publication and maintenance of the ordinances of the Town. Copies of all ordinances shall be available to the public, and the Town Clerk may charge a fee to defray the printing costs.

#### Sec. 3.9. Emergency ordinances.

Notwithstanding other provisions of this Charter to meet a public emergency affecting life, health, property or the public peace, the Council may adopt one or more emergency ordinances, but such ordinances may not levy taxes, grant, renew or extend a franchise, regulate the rate charged by a public utility for its services or authorize the borrowing of money except as provided in Sec. 3.10 of this Charter. An emergency ordinance shall be introduced in the form and manner prescribed for ordinances generally, except that it shall be plainly designated as an emergency ordinance and shall contain, after the enacting clause, a declaration stating that an emergency exists and describing it in clear and specific terms. An emergency ordinance may be adopted with or without amendment or rejected at the meeting at which it is introduced, but a two-thirds (2/3) affirmative vote of those present and voting shall be required for adoption. After its adoption the ordinance shall be published and printed as prescribed for other adopted ordinances. It shall become effective upon adoption. Every emergency



ordinance, except one made pursuant to Sec. 3.10 of this Charter, shall automatically stand repealed as of the 61st day following the date on which it was adopted, but this shall not prevent reenactment of the ordinance in the manner specified in this section if the emergency still exists. An emergency ordinance may also be repealed by adoption of a repealing ordinance in the same manner specified in this section for adoption of emergency ordinances.

#### Sec. 3.10. Emergency appropriations.

To meet a public emergency affecting life, health, property, the public peace, or to satisfy a court judgment or casualty loss, the Council may make emergency appropriations as part of an emergency ordinance. To the extent that there are no available unappropriated revenues to meet such appropriations, the Council may, by such emergency ordinance, authorize in accordance with all provisions of state law the issuance of emergency notes, which may be renewed from time to time, but the emergency notes and renewals thereof occurring in any fiscal year shall be paid not later than the last day of the fiscal year next succeeding the year in which the emergency appropriation was made.

#### Sec. 3.11. Codification of ordinances.

The Town Council, not later than eighteen (18) months after taking office under this Charter and at least every tenth year thereafter, shall have prepared a revision or codification of the ordinances of the Town which are appropriate for continuation as local laws of the Town.

#### Sec. 3.12. Existing ordinances.

All by-laws, ordinances, rules, restrictions and regulations of the Town of Durham which are in effect as of the date of adoption of this Charter, and not inconsistent with this Charter, shall remain in effect after the adoption of this Charter until they expire by their terms or are repealed, modified or amended by the Council.

#### Sec. 3.13. Powers and duties.

Except as herein otherwise provided, the Town Council shall have all the powers conferred upon and discharge all the duties imposed upon town councils, town meetings, boards of mayor and aldermen, and selectmen of towns by law. Except as otherwise provided in this Charter, all officers and members of all boards, commissions and committees, and vacancies thereto shall be appointed by the Council.

#### Sec. 3.14. Delegation of Powers.

The Council may delegate to one or more Town agencies the powers vested in the Council by this Charter and State and Federal Law to grant and issue licenses and permits, and may regulate the granting and issuing of licenses and permits by any such Town agency, and may in its discretion, rescind any such delegation without prejudice to any prior action which has been taken.

#### Sec. 3.15. Inquiries and Investigations.

The Council by majority vote may require of any appointed Town official, department head or employee, official appointed or confirmed by the Council, or member of an appointed Town board or commission to appear before it, and give such information as it may require in relation to this office, its function, and performance. The Council shall give at least forty-eight (48) hours written notice of the general scope of the inquiry which is to be made to any person it shall require to appear before it under this section. The Council may make investigation into the affairs of the Town and into the conduct of any Town agency or department, and for this purpose may administer oaths, and require the production of evidence.

Sec. 3.16. Board Procedures.

Except as expressly prohibited by state law, the Council shall establish rules of attendance and forfeiture of office for all Town appointed boards and commissions.

ARTICLE 4

Administration of Government

Sec. 4.1. Town Administrator.

The chief administrative officer of the Town shall be the Town Administrator (hereinafter called the "Administrator"). The Council shall appoint a person especially qualified by experience and training, who receives the votes of at least five (5) members of the Council, to be Administrator. The Administrator shall serve at the pleasure of the Council which shall fix the Administrator's salary and terms of employment.

Sec. 4.2. Qualifications.

The Administrator shall be chosen solely on the basis of executive and administrative qualifications and need not be a resident of the Town or the state at the time of appointment. The Council may reimburse the Administrator for reasonable relocation costs in connection with his establishing residence in the Town.

Sec. 4.3. Reprimand or Removal from office.

The Administrator may be reprimanded or removed for cause by the affirmative vote of at least six (6) members of the Council as herein provided. At least thirty (30) days before the proposed reprimand or removal of the Administrator, the Council shall adopt a resolution stating its intention to reprimand or remove him, the reasons therefor, and an effective date. A copy of the resolution shall be served forthwith on the Administrator, who may, within ten (10) days, demand a public hearing, in which event the Administrator shall not be reprimanded or removed until such public hearing has been held. Upon or after passage of a resolution of intent to remove, the Council may suspend the Administrator from duty, but his pay shall continue until removal. In case of such suspension, the Council shall, by the affirmative vote of the Council, appoint an Acting Administrator to serve at the pleasure of the Council for not more than ninety (90) days. The action of the Council in removing the Administrator shall be final.

Sec. 4.4. Acting Administrator.

If the Administrator is determined by a vote of at least six (6) members of the Council to be temporarily incapacitated or unable to act for any cause or the Council may determine that the office has become temporarily vacant. The Council shall, within thirty (30) days from such determination, appoint an Acting Administrator in the same manner as in Sec. 4.3 who shall serve for not more than ninety (90) days or such lesser time until the disability shall be relieved. The Acting Administrator shall have all the powers and perform all the duties of the Administrator except to the extent that said powers and duties may be specifically restricted by Council resolution. Said Acting Administrator shall be paid such salary for his services hereunder as may be prescribed by the Town Council. The Acting Administrator may be reappointed for an additional term of ninety (90) days. By a vote of at least six (6) Councilors, the Council may determine from credible medical or other evidence that the Town Administrator is incapacitated and unable to perform any or all duties of his office and the office may be declared vacant.



#### Sec. 4.5. Powers and Duties of Administrator.

The Administrator shall be the chief administrative officer of the Town and supervise and be responsible for the administrative and financial affairs of the Town and shall carry out the policies enacted by the Council. He shall be charged with the preservation of the health, safety and welfare of persons and property and shall see to the enforcement of the ordinances of the Town, this Charter and the laws of the State of New Hampshire. He shall supervise and direct the administration of all of the Town departments and personnel therein. He shall be responsible for:

- (a) maintaining accounting control over the finances of the Town;
- (b) making financial reports and performing such other related duties as may be required by the Administrative Code;
- (c) assuring the audit and approval of all authorized claims against the Town before paying the same;
- (d) keeping the Council informed of the condition of the needs of the Town and making such reports and recommendations as he may deem advisable or may be required of him;
- (e) the rental and use of all Town facilities under his control;
- (f) the maintenance and repair of all Town property under his control;
- (g) a full and complete inventory of all property of the Town, both real and personal;
- (h) convening the Chairmen of the administrative committees at least annually in February and such other times as may be appropriate to discuss matters of common concern.

He shall perform such other duties as may be prescribed by this Charter or required of him by ordinance or resolution of the Council, not inconsistent with this Charter. He shall have and perform such other powers and duties not inconsistent with the provisions of this Charter as now are or hereafter may be conferred by municipal ordinance or conferred upon mayors of cities and selectmen of towns by general laws. He shall have the right to take part in the discussion of all matters coming before the Council, but not the right to vote.

#### Sec. 4.6. Appointment of department heads; suspension; appeal.

The Administrator shall have the power to appoint and remove, subject to the provisions of this Charter, all town department heads. Such appointments shall be on merit and fitness alone and with the advice and consent of the Council. The Administrator, for just cause, may suspend or dismiss department heads or take other appropriate disciplinary action. Said suspension, dismissal or other disciplinary action shall be effected only upon the Administrator's presentation to the department head of a written specification of the reasons therefor at least ten (10) days before said action is taken. The said department head involved may, within five (5) days, demand a hearing before the Council, in which event the department head shall not be removed until such hearing has been held. The Administrator may, however, suspend said department head from duty during said period, with or without pay. Such hearing shall be either private or public, as allowed under RSA Chapter 91-A, at the aggrieved party's request. The Council, by two-thirds vote, may override the Administrator's decision.

#### Sec. 4.7. Non-Interference with Town Administration.

Except as expressly provided elsewhere in this Charter, neither the Council nor any of its members shall direct or request the appointment of any person to office or employment; or direct the removal, suspension, discipline, adjustment in pay, benefits, or working conditions of any employee by the Administrator of any of the town department heads.

No Councilor shall give orders to or interfere with the performance of the duties of any of the administrative officers or employees, either publicly or privately. Nothing contained in this section shall prohibit the Council from meeting with the Administrator to discuss the operation or conduct of any department head or employee and to recommend an investigation and report by the Administrator of any complaint. Any viola-

tion of the provisions of this section by a Councilor shall constitute grounds for forfeiture of office under the provisions of Sec. 3.4.

#### Sec. 4.8. Departments.

A. The following departments are hereby established, the head of which shall be appointed by the Town Administrator pursuant to Sec. 4.6: Police, Public Works, Town Clerk-Tax Collector, and Business Management.

B. The administrative service of the Town shall, by ordinance, be divided into such other departments or other agencies as are necessary for the proper and efficient management of the affairs of the Town. Said ordinance shall define the function and duties of each Town department or agency and shall be known as the "Administrative Code". The Town Council may, by amendment to the Administrative Code Ordinance, create, consolidate or abolish departments or agencies and define or alter their functions and duties. The head of each department or agency established by the Administrative Code shall have and exercise supervision and control of his department or agency and the employees therein, subject to the authority of the Administrator, and shall have the power to prescribe rules and regulations not inconsistent with general law, this Charter, the Administrative Code and the rules and regulations of the Personnel Plan; provided that the Administrator alone shall establish a progressive disciplinary code for all departments and agencies. A copy of all departmental rules and regulations promulgated under this section shall be on file in the office of the Town Clerk. Unless otherwise provided in this Charter, each officer, department head, board or other agency shall recommend to the Administrator for hire his or their deputies, clerks, assistants and subordinates, who shall be deemed hired unless expressly rejected for hire by the Administrator within five (5) days of the Administrator's receipt of the recommendation for hire. Unless otherwise provided in this Charter, each officer or department head shall have the power to dismiss, suspend or demote his deputies, clerks, assistants and subordinates serving under his supervision or control subject to appeal to the Town Administrator.

#### Sec. 4.9. Town attorney.

The Town Council shall engage as needed such attorneys as are deemed in the best interest of the town to provide legal advice to the Council, Administrator, Town departments, boards and other agencies and represent the Town in any legal proceedings, criminal prosecutions, and traffic violations. Such attorneys shall on Council direction perform any other duties prescribed by this Charter or by ordinance.

#### Sec. 4.10. Fiscal Affairs: Treasurer; Investment Advisor; Finance Management; Audit.

A. The Town Council shall appoint a Treasurer, which position may be full or part-time as the Council may determine, who shall have the powers and duties prescribed by this Charter and state law; provided however that in making investments of Town funds he shall follow the written investment policy as adopted or modified by the Town Council, acting with the advice of the Investment Advisor.

B. The Town Council may after inviting requests for proposals and appropriate verification of qualifications, experience and integrity, retain the services of an Investment Advisor to advise the Council on adoption of a written investment policy and to make periodic recommendations to the Council on its modification. Said policy shall contain investment goals, strategies, permissible investments under state law, criteria for depository institutions and such other matters as are deemed appropriate and necessary to maintain the security of, liquidity of and return on invested town funds.

C. The Town Administrator shall be responsible for the collection, accounting, deposit and periodic reporting of all town revenues and expenditures in a secure and business-like manner in accordance with generally accepted accounting practices through the Department of Business Management.

D. The Town Council after inviting requests for proposals and appropriate verifi-



cation of qualifications, experience and integrity, shall select a Certified Public Accountant or firm of same who shall perform an annual audit of all Town financial transactions after the close of each fiscal year. Said audit shall include all revenues, expenditures and accounts maintained by any officer, elected or appointed, agency, board, commission or recipient of Town funds; may include a compliance audit to insure conformity with any State or Federal laws and regulations and town work programs and policies; and shall include a management letter setting forth recommendations for changes and improvements in finance management systems as is deemed necessary. For purposes of cost and efficiency, an auditor may be retained for a period of years, but requests for proposals shall be sought at least once every five years and a new auditor shall be selected at least every ten years. Nothing contained herein shall prohibit the Town Council from ordering an entire audit, partial audits or interim audits more frequently than once per year as it may deem prudent. Summaries of annual audits, when available in a timely manner, shall be printed in the annual Town Report and complete copies shall be available for public inspection and copying in the Town Office during normal business hours. If a summary of an annual audit is not available for printing in the Town Report, said summary shall be made available at the Town Report Meeting or as soon thereafter as practicable.

## ARTICLE 5

### Finance

#### Sec. 5.1. Fiscal year.

The fiscal and budget year of the Town shall begin on the first day of January and end on the thirty-first day of December unless other dates shall be fixed by action of the Town Council.

#### Sec. 5.2. Budget procedure.

At such time as may be requested by the Administrator or specified by the Administrative Code, each officer or director of a department shall submit an itemized estimate of the expenditures for the next fiscal year for the departments or activities under his control to the Administrator. The Administrator shall, based on these estimates and other data, prepare a recommended budget which he shall, together with these department estimates, submit to the Council no later than the last workday prior to November 1 of the current year. The Council shall review the budget for the following fiscal year and make such modifications and amendments as it desires.

#### Sec. 5.3. Budget hearings.

The Town Council shall hold in convenient places as many public hearings on the budget as it deems necessary, but at least one public hearing on the budget shall be held at least fourteen (14) days before its final adoption by the Council at such time and place, convenient to the public, as the Council shall direct. Notice of such public hearing, together with a copy of the budget as submitted, shall be posted in two public places and published once at least one week in advance by the Town Clerk.

#### Sec. 5.4. Final date for budget adoption.

The budget shall be adopted not later than the last work day of the preceding fiscal year unless another date shall be fixed by ordinance. Failure by the Council to adopt a budget by the deadline established in this section will establish the budget as recommended by the Administrator as the adopted budget.

#### Sec. 5.5. Appropriations after adoption of budget.

No appropriation shall be made for any purpose not included in the annual budget as

adopted unless approved by a two-thirds (2/3) majority of the Council after a public hearing. The Council shall, by resolution, designate the source of any money so appropriated. This provision shall not apply, however, to emergency appropriations adopted pursuant to Sec. 3.10 of this Charter.

Sec. 5.6. Quarterly budget reports; reductions.

At the beginning of each quarterly period during the fiscal year, and more often if required by the Council, the Administrator or his designee shall submit to the Council data showing the relation between the estimated and actual income and expenses to date, together with outstanding indebtedness and estimated future expenses; and if it shall appear that the income is less than anticipated, the Administrator, with Council approval, may reduce the appropriation for any item or items in the budget, except amounts required for debt, interest charges and other fixed costs to such a degree as may be necessary to keep expenditures within the cash income. At any time, the Administrator may provide for monthly or quarterly allotments of appropriations to departments, funds or agencies under such rules as he shall prescribe.

Sec. 5.7. Transfers.

After the budget has been adopted, no money shall be drawn from the treasury of the Town nor shall any obligation for the expenditure of money be incurred except pursuant to a budget appropriation unless there shall be a specific additional appropriation therefor. The head of any department, with the approval of the Administrator, may transfer any unspent balance or any portion thereof from one fund or agency within his department to another fund or agency within his department. The Administrator, with the approval of the Council, may transfer any unspent balance or any portion thereof from one department to another.

Sec. 5.8. Capital Improvement Plan.

A. The Town Administrator after consultation with the Planning Board shall prepare and submit to the Council a capital improvement plan at least one (1) month prior to the final date for submission of the budget. The capital improvement program shall include:

(1) A clear summary of its contents.

(2) A list of all capital improvements including major replacements which are proposed to be undertaken during the next six (6) fiscal years, including, but not limited to equipment, sewer and water mains or facilities, roads, sidewalks, bicycle paths or lanes, public open spaces and recreation facilities, new police and/or fire stations, and other new public facilities and major items of equipment, with appropriate supporting information as to the necessity for such improvements.

(3) Cost estimates, methods of financing and recommended time schedule for each such improvement.

(4) The estimated annual cost of operating and maintaining the facilities to be constructed or acquired.

B. The capital improvement plan shall be based on a period of not less than six (6) years and shall include reference to or be influenced by, where appropriate, the town master/comprehensive plan.

C. The above information may be revised and extended each year with regard to capital improvements still pending or in process of construction or acquisition.

D. The Town Council and Town Planning Board shall meet annually in preparation for and review of the capital improvement plan in a manner determined from time to time by the Town Council.

E. A summary of the updated capital improvement plan with estimated costs shall be included in the town report and the current year costs included in the town budget.



#### Sec. 5.9. Lapse of appropriations.

Every appropriation, except an appropriation for a capital expenditure or dedicated funds, shall lapse at the close of the fiscal year to the extent that it has not been expended or encumbered. An appropriation for a capital expenditure shall continue in force until the purpose for which it was made has been accomplished or abandoned.

#### Sec. 5.10. Depository.

The Council shall approve to the Treasurer the depository or depositories for Town funds and shall provide for the timely deposit of all Town monies. The Council may require such security for Town deposits as it deems necessary, except that personal surety bonds shall not be deemed proper security.

#### Sec. 5.11. Bonding of officials.

Any Town officer elected or appointed by authority of this Charter shall be bonded in an amount as required by state law or dictated by prudent fiscal practice for the faithful performance of the duties of his office. The Administrator and all officers receiving or disbursing Town funds shall be so bonded. All official bonds shall be corporate surety bonds, and the premiums thereon shall be paid by the town. Such bonds shall be filed with the Town Clerk.

#### Sec. 5.12. Borrowing procedure.

A. Subject to the applicable provisions of state law and the rules and regulations provided by ordinance in the Administrative Code, the Council, by resolution, may authorize the borrowing of money for any purpose within the scope of the powers vested in the Town and the issuance of bonds of the Town or other evidence of indebtedness therefor and may pledge the full faith, credit and resources of the Town for the payment of the obligation created hereby; provided that no bonds shall be issued by the Council in excess of \$500,000.00 per issue except by a two-thirds (2/3) vote of the Council; not exceeding \$1,000,000 except by two-thirds (2/3) vote of Council and majority vote at a regular Town election or special ballot called by the Council. Notification and posting of such bond issues in excess of \$1,000,000 shall be in the same manner as if it were a bond issue of a Town pursuant to RSA ch. 33, as amended with voting by ballot at a regular or special election. In addition to any other public hearings required by this Charter or state law, the Council shall hold a public hearing on such bond issues in excess of \$500,000.00 preceding its vote on the issue.

B. Borrowing for a term exceeding one year shall be authorized by the Council only after a duly advertised public hearing.

C. For the purpose of borrowing funds under State law, the Town Council shall have all the powers and duties of the "governing body"; the Town of Durham shall be vested with the powers and duties of a "city"; and, for purposes of borrowing, the Chairman of the Council shall be vested with the powers and duties of a "mayor" as are used in State law.

#### Sec. 5.13. Purchasing procedure.

The Administrative Code shall establish purchasing and contract procedure, including the assignment of all responsibility for purchasing to the Administrator or his designee, and the combination purchasing of similar articles by different departments. The Council shall establish dollar limits for purchases and contracts which must be by competitive bid and shall establish the bidding procedures. No competitive bids shall be required when purchasing through the State of New Hampshire or at State of New Hampshire bid prices. Requirements for bids may be waived in specific instances by a two-thirds (2/3) vote of the Council. The Council shall establish dollar amounts for purchases and contracts, over which no purchases shall be made or contracts entered into without the affirmative vote of a majority of the Council. If the Council has voted to make a purchase or enter into a contract the Administrator shall carry out the vote of

the Council and enter into such transaction on behalf of the Town.

#### Sec. 5.14. Special assessments.

When it appears either by resident petition or Council deliberation that a capital public improvement project should be defrayed in part or whole by special assessment, the Council shall have the authority subject to state law to undertake such project. The Council shall hold a public hearing on the project prior to enacting any special assessment resolution. Such resolution shall state the estimated cost of the project(s), the proportion to be borne by special assessment and the proportion to be borne by Town revenues. The resolution shall designate the areas of the town or the premises on which the special assessment shall be levied and the conditions of payment of the levy. All of the procedures utilized in executing any project involving special assessment shall conform to the requirement of Sec. 5.13 of this article and such special conditions as may be required by affirmative majority vote of the Council.

#### Sec. 5.15. Trust Funds.

A. Trustees of the Trust Funds. There shall be three (3) Trustees of the Trust Funds who shall hold office for three (3) years and until their successors are elected and qualified on a staggered basis so that one Trustee is elected at each Town election. They shall have all the powers and duties granted to trustees of trust funds by this Charter and state law.

B. Investments. Trust Funds, except where otherwise provided by the instrument creating such trust, shall be kept separate and apart from all other funds and shall be invested by the Trustees in legal investments, having been advised by the Investment Advisor.

C. Vacancy. In the event of a vacancy in office, the Council shall fill such vacancy by appointment, such appointment to be effective until a successor to fill the unexpired term is elected at the next Town election and is then qualified to serve.

### ARTICLE 6

#### Personnel Policies

##### Sec. 6.1. Appointments.

Appointments and promotions to all positions in the service of the Town, other than those covered by an Employee Representative Contract, shall be made solely on the basis of merit and only after consideration of the applicant's ability in accordance with procedures set forth in the Personnel Plan.

##### Sec. 6.2. Personnel Plan.

There shall be a set of rules and regulations providing for the establishment of a system of personnel administration known as the "Personnel Plan". The Plan shall include provisions with regard to classification, compensation, selection, training, promotion, grievances, discipline, vacations, retirement and any other matters necessary to the maintenance of efficient service and proper working conditions. The Personnel Plan shall continue in force, subject to amendments submitted from time to time by the Administrator, which shall become effective one month after the submission, unless vetoed by the Council within that period. The Personnel Plan shall not apply to any elected officials, board and commission members, and other officers appointed by the Council. Each employee shall be provided with a written job description prepared by the Administrator and subject to Council review.



Sec. 6.3. Compensation.

A. The compensation of all elected and appointed officials and department heads shall be established and modified by express resolution of the Council.

B. The rate of compensation of Council members may be changed by an ordinance approved by a majority of the Council. However the compensation paid any member of the Council may not be increased during his current term of office. No vote on this matter may be taken within 90 days of the Town election.

C. The compensation of all Town employees not fixed by other provisions of this Charter or collective bargaining shall be fixed in the Personnel Plan by a schedule of pay which shall include a minimum and maximum and such intermediate rates as may be deemed desirable for each class of position provided for in said plan.

D. In adopting the Town budget, the Council shall not increase or decrease any individual compensation item but shall act solely with respect to total salaries in the various departments of the Town.

Sec. 6.4. Certification of payroll.

No compensation shall be paid without certification by the Administrator, or such others as he may direct, that the recipients are employed by the Town and that their rates of compensation comply with approved pay schedules.

ARTICLE 7

Conduct of Officials

Sec. 7.1. Conditions for holding Office.

A. Any person while in Town office convicted of a Class A Felony in New Hampshire or its equivalent under the law of any other state or federal law shall forfeit such office.

B. No full time or regular employee of the Town shall be eligible to serve as a Councilor.

C. Any person elected to a Town office, or trusteeship while presently holding another such Town office, board membership, commission membership or trusteeship shall immediately forfeit the office he held prior to such election.

D. Except as otherwise provided by this Charter, no department head nor regular employee of the Town shall be appointed to a Town office, board membership, commission membership or trusteeship. They may, however, serve as advisors to such boards, committees or commissions.

E. The Zoning Board of Adjustment shall not have any members who also serve on the Planning Board, Conservation Commission or Historic District Commission.

Sec. 7.2. Conflicts of interest.

A. Any elected or appointed officer or employee of the Town who has a financial interest, direct or indirect, in any planned or existing contract, job, work or service to be performed for the Town or voluntary sale to the Town of any land, materials, supplies, equipment or other property shall make full disclosure of such interest to the Council and Administrator prior to the Town's deliberating on any such matter or transaction.

B. The person so financially interested in such matters or transactions shall not vote or advise on or otherwise participate in the Town's and Council's consideration of such matter or transaction.

Sec. 7.3. Disqualification from decision-making process.

A. No elected or appointed officer or employee of the Town shall take part in a decision concerning the business of the Town in which he or a member of his family, directly or indirectly, has a financial interest, aside from his salary as such officer or employee, greater than any other citizen or taxpayer.

B. For the purposes of this section, the word "family" shall mean an individual's spouse, his and her spouse's lineal ascendants and lineal descendants, and his and her spouse's siblings and their offspring.

Sec. 7.4. Private use of Town property and personnel.

No elected or appointed officer or employee shall devote any Town property or labor to private use except as may be provided by authority of the Council.

Sec. 7.5. Acceptance of gifts and gratuities.

No elected or appointed officer or employee of the Town shall solicit or accept any gift or gratuity which could, in any manner, be construed to affect or influence the performance of his official duties.

Sec. 7.6. Disposition of fees.

No elected or appointed officer or employee of the Town shall collect any fees, salaries or other payments in connection with his official duties for his own use, except as provided for by ordinance or state law.

Sec. 7.7. Misuse of information.

No elected or appointed officer or employee of the Town shall utilize or dispense information gained through said office or employment for his or another's personal profit.

## ARTICLE 8

### Citizen Concerns; Initiative Petition; Referendum; Recall

Sec. 8.1. Citizen Concerns.

A. Individual citizen concerns shall be directed to the Administrator to be relayed to the appropriate department(s) or individual(s) for consideration. Acknowledgement of the concern(s) may be made to the citizen directly or in writing.

B. Any citizen wishing to appear before a regularly scheduled Council meeting may present a brief statement of concern to the Council in accord with the rules of the Council.

C. A citizen requiring more than five minutes to present a concern may request, in writing, to be put on the agenda of a regular Council meeting by filing with the Administrator an outline of the topic to be presented. The citizen shall be notified of the date, time and place of the meeting in which he will be heard if the request is deemed a matter in which the Council is empowered to act. Otherwise, the Administrator shall respond to the citizen with reasons why the request was not granted.

## Sec. 8.2. Initiative Petitions.

A. The Council shall hold a public hearing and act, by taking a vote, on the merits of every Initiative petition which concerns a matter in which the Town is empowered to act. The petition shall be addressed to the Council, shall contain a request for passage or repeal of a particular measure set forth in the petition and shall be signed by not less than fifty (50) registered voters.

The initiative petition shall include the personal signature and legible name and address of each petitioner and shall be filed with the Town Clerk as one instrument of endorsement. The Town Clerk shall verify the number of registered voters signing the petition and shall attach thereto a certificate showing the result of such examination. Within seven (7) days, the Town Clerk shall transmit the petition and certificate to the Town Council and shall send a copy of the certificate to the first signer of the petition.

The petition shall be considered valid following certification unless written objection regarding the number of signatures certified is made by a voter no more than seven (7) days after the certificate has been issued. The validity of any such objection shall be determined by the Council.

B. The Council shall hold a public hearing within 30 days of the date of certification of any measure proposed in any petition signed by 50 registered voters, unless a question of its legality is raised by a member of the Council. If a question of legality is raised by any councilor, the measure shall be referred to a Town attorney for review. If the measure proposed may be lawfully passed by the Council, the public hearing shall be scheduled within 30 days of the date of the attorney's opinion. If the measure may not be lawfully passed by the Council, it shall be returned to the petitioners with an explanation.

The Town Clerk shall mail notice of the hearing to ten (10) petitioners whose names appear first on each petition at least seven (7) days prior to the hearing. Notice by publication of a summary of contents of the petition at least seven (7) days prior to all such hearings shall also be made, and shall be at public expense.

Hearings on two or more petitions filed under this section and addressing different substantive issues may be held at the same place and time. No hearing shall be held upon more than one petition containing the same subject matter in any given twelve (12) month period.

C. Following the public hearing, the Council may: (1) pass said measure without alteration or with amendment, or (2) deny said measure with stated reasons.

## Sec. 8.3. Referendum Petitions.

A. Referendum petitions must be filed with the Town Clerk within thirty (30) days after action by the Council on any measure or any part thereof sought to be reconsidered. Referendum petitions must be signed by at least seven hundred fifty (750) voters of the Town. The procedures of Sec. 8.2 A. shall apply to referendum petitions.

B. When a referendum petition is filed with the Town Clerk, the measure or part thereof sought to be reconsidered shall be suspended from taking effect. Such suspension shall terminate when: (1) there is a final determination of insufficiency of the petition, or (2) the filers of the petition withdraw it.

C. When a referendum petition has been finally determined sufficient, the Council shall submit the referred measure or part thereof protested to the voters of the Town at a special election to be held on a date fixed by the Council. Such special election shall be held not less than thirty (30) nor more than ninety (90) days after the date of the certificate heretofore mentioned; provided that if any election is to occur within one hundred twenty (120) days after the date of said certificate, the Council may, at its discretion, omit the calling of a special election and submit the referred measure



or part thereof to the voters at such approaching election.

The ballot used when voting upon a proposed measure under this section shall state the nature of the referred measure or part thereof protested in terms sufficient to show its substance.

Sec. 8.4. Submission of Proposed Measure to Voters.

The Council of its own motion may submit any measure or proposition for repeal or amendment of a measure to the voters at any regular or special town election.

Sec. 8.5. Measures with Conflicting Provisions.

If two or more proposed measures passed at the same election contain conflicting provisions, only the one receiving the greater number of affirmative votes shall take effect.

Sec. 8.6. Recall of Officeholders.

Any individual elected official who has completed at least six months of his term of office and has more than six months of his term remaining may be recalled therefrom by the voters as follows:

A. One hundred (100) or more voters may file a request for a recall petition with the Town Clerk. This request shall include the name of the officer and the grounds for which the recall is sought together with the signature and a legible name and address of each voter.

B. The Town Clerk shall verify the names of the voters and promptly issue blank petitions for recall. Each petition shall be addressed to the Council, be dated, include the grounds for recall as stated in the request, the name of the voter to whom it is issued, the signature of the Town Clerk, and the Town Seal. The recall petitions bearing the signatures and legible names and addresses of at least five hundred (500) voters shall be returned to the Town Clerk within twenty (20) days. The Town Clerk shall promptly certify the number of voters who signed the petitions.

C. If the petitions are certified to be sufficient by the Town Clerk, he shall submit them to the Council together with his certification. The Council shall forthwith give written notice of the petition and certification to the officer whose recall is sought. If this officer does not resign within five days after delivery of this notice, the Council shall order a recall election to be held not less than thirty (30) days nor more than sixty (60) days after the date the Town Clerk certified the petitions. If, however, any other town election is scheduled within ninety (90) days of the date of the certification, the Council shall hold the recall election on the same date as the other town election. The filing of candidates and the conduct of the election shall be in accordance with the provisions of this Charter and the election laws of the State of New Hampshire.

D. The proposition on the ballot shall be "For the recall of" or "Against the recall of (name of officer)".

E. If the incumbent is not recalled he shall continue in office for the remainder of his unexpired term and may not again during that term be subject to recall. If he is recalled he shall be deemed removed from office on the day after the recall election and the vacancy filled as provided by this Charter.

F. A separate recall petition, requiring one hundred (100) signatures to initiate and five hundred (500) signatures to be certified, shall be required for each elected official who is the subject of a recall; and, each said official's recall shall be voted on as a separate question at the recall election.



Sec. 8.7. Budget Process.

Notwithstanding any other provisions of this Charter, this Article shall not apply to Article 5 of this Charter or any actions taken pursuant thereto.

ARTICLE 9

Town Report; Town Meeting

Sec. 9.1. Town Report.

Each year the Town Administrator shall prepare a town report which shall include: (1) a statement of the past year's financial activities and a comparative statement of the previous and present budget, and (2) a review of all major Council actions, including a summary of ordinances enacted; and (3) Town vital statistics. There shall be a section which presents any actions which are in progress or pending before town boards or departments and the Town Council. The effective date of the report shall be the end of the fiscal year and the report shall be delivered to the voters of the town not later than 15 February of each year.

Sec. 9.2. Annual Town Meeting.

Each year on the second Tuesday of March, the Town Moderator shall summon the voters of the town to hear reports of the previous year's activities and of proposals for the current year by the Town Council, the Town Manager, the Business Manager, the Town Treasurer, the Town Clerk-Tax Collector, the Public Works Director, the Police Chief, the Fire Chief, and the major town committees with opportunity for public discussion of each report. With appropriate notice, the public hearing requirements of Sec. 8.2 through Sec. 8.6 for initiative petitions and referenda may be met at this meeting.

A complete agenda shall be prepared for this meeting and shall be included in the Town Report, placed in two local newspapers of record, and be available at the meeting.

ARTICLE 10

General Provisions

Sec. 10.1. Certificate of Election and Appointment.

Except as otherwise provided by law, before performing any act under this election or appointment, each person elected shall take and subscribe to an oath to qualify him to enter upon the duties of office. A record of the taking of such oath shall be made by the Town Clerk. Any oath required by this section may be administered by any officer authorized by law to administer oaths.

Sec. 10.2. Term commencement; notice of election or appointment.

A. Written notice of the election or appointment to any Town office or board shall be mailed to the individual involved by the Town Clerk, within forty-eight (48) hours after the appointment is made or the results of any vote are certified by the Board of Election Officers to the Council.

B. Unless otherwise set forth in this Charter all elected officials in the Town shall take or continue in office on the first Monday in January (following January first) next following their election and shall hold office until their successors are elected and qualified.

### Sec. 10.3. Vacancies.

In addition to other provisions of this Charter, a vacancy shall be deemed to exist in any department, office or board whenever an officer, member or employee dies, resigns, is removed for just cause, is permanently physically or mentally incapacitated to the degree that he is unable to perform his duties, is judicially declared to be mentally incompetent or, for board members where residence in the town is required, he moves from the Town. Unless otherwise provided in this Charter, vacancies occurring under this section shall be declared to exist by the Council for board members, the Administrator for department heads, and by the department heads for departmental personnel.

### Sec. 10.4. Public records and meetings.

All records of the Town and all meetings of the Council, boards, committees, commissions, authorities or other municipal bodies shall be open to the public, and their minutes and other records shall be available to the public in accordance with the provisions of The Right to Know Law, as amended.

### Sec. 10.5. Agreements with other municipalities.

The Council is authorized, as provided by New Hampshire law, to enter into agreements and regional compacts with neighboring cities and towns, state agencies, or private non-profit corporations for the purpose of resolving their common problems for the mutual advantage and benefit of the town and its neighboring cities and towns.

### Sec. 10.6. Specific provisions to prevail.

To the extent that any specific provision contained in this Charter conflicts with any provision expressed in general terms the specific provision shall prevail.

### Sec. 10.7. Severability.

The sections of this Charter and the parts hereof are separable. If any portion or section of this Charter or the application thereof to any person or circumstance shall be held invalid by a court of competent jurisdiction, the remainder of the Charter shall not be affected thereby. If a clause, portion of or section of this Charter is so held invalid, then the applicable provisions of State law, if any, shall govern.

### Sec. 10.8. Authentication of Charter; copies to be kept on file.

Upon adoption, the official Charter, duly authenticated by affixing the signatures of all members of the Charter Commission and the Board of Selectmen, the Town Clerk and affixing the Town Seal, shall be filed with the Town Clerk and remain in the Town Clerk's office as the official Charter of the Town of Durham. At its first meeting the Town Council shall affirm the validity of the Town Charter. All amendments to this Charter shall be authenticated by the Town Council and be filed with and remain a part of the official Charter. The Town Clerk shall be responsible for the proper maintenance of the Charter, under the direction of the Legal Officer. Copies of the Charter shall be available to the public, and the Town Clerk may charge a fee to defray the printing costs.

### Sec. 10.9. Charter amendments.

Amendments to this Charter may be initiated either by the Council or by initiative petition, public hearing, and voter election pursuant to New Hampshire RSA 49-B:5.

### Sec. 10.10. Violations and penalties.

All willful violations of provisions of this Charter, unless otherwise provided, are hereby declared to be misdemeanors, and all such violations and all violations of town ordinances for which no other punishment is provided shall be punishable by a fine

In accord with state statutes.

#### Sec. 10.11. Rules and Regulations.

A copy of all rules and regulations adopted by any Town agency, board, commission or individual shall be filed in the office of the Town Clerk and made available for review by any person who requests such information.

#### Sec. 10.12. Reorganization Plans.

Except for those agencies established by this Charter or as otherwise prohibited by State law, the Council may reorganize, consolidate, or abolish any existing Town agency in whole or in part; establish new Town agencies and prescribe the functions of any Town agencies; provided that such action shall not eliminate the statutory duties of Town officials.

#### Sec. 10.13. Proposed Reorganization Plans by the Administrator.

The Administrator may prepare and submit to the Council for its approval proposed reorganization plans which may, subject to applicable law and this Charter, reorganize, consolidate or abolish any Town agency in whole or in part, or establish new Town agencies as he deems necessary or expedient. Such reorganization plans shall be accompanied by explanatory messages when submitted.

#### Sec. 10.14. Indemnification of Town Officers, Boardmembers, and employees.

The Town shall undertake to indemnify and save harmless all its officers, officials, volunteers, boards, commissions and employees from personal loss and expense, including reasonable legal fees and costs, if any, arising out of any claim, demand, suit or judgment by reason of negligent acts or omissions if the indemnified person was acting in the scope of his office or employment and in good faith in accord with the provisions of state law.

#### Sec. 10.15. Prohibition.

A. No person shall be appointed to or removed from, or in any way favored or discriminated against with respect to, any Town position or appointed Town administrative office because of age, race, sex, political or religious opinions or affiliations.

B. No person shall willfully make any false statement, certificate, mark, rating or report in regard to any test, certification or appointment.

C. No person who seeks appointment or promotion with respect to any Town position or appointed Town administrative office shall directly or indirectly give, render or pay any money, service or other valuable thing to any person for or in connection with his test, appointment, proposed appointment, promotion or proposed promotion.

D. No person who runs for Town office shall orally, by letter, or otherwise, solicit or assist in soliciting any assessment, subscription or contribution for any political party or political purpose whatever from any person holding any compensated appointed Town position.

#### Sec. 10.16. Procedures.

A. Meetings. All properly constituted authorities, boards, commissions, committees or other municipal bodies (hereafter called committees) of the Town whether elected or appointed or otherwise constituted, shall meet regularly at such times and public places within the Town as they may prescribe. Except in emergencies, special meetings of these committees shall be held on the call of the respective chairman or by one-third of the members thereof by written notice delivered to the residence or place of business of each member at least forty-eight (48) hours in advance of the time set. A copy of the said notice shall also be posted on the Town bulletin board(s). Except in cases of



emergency otherwise authorized by the general laws, all meetings of these committees shall be open and public; however, these committees may meet in a closed or executive session as permitted by the Right to Know Law.

B. Committee Organization. Each committee shall determine its own rules and order of business unless otherwise provided by the Charter or by law. The agenda and minutes shall be kept as required by the Right to Know Law. A chairman and secretary shall be elected annually in accord with the committee's rules of procedure.

C. Quorum. A majority of the members of a committee shall constitute a quorum, but a smaller number may adjourn from time to time until a quorum is achieved. No other action taken by a number of members smaller than the quorum shall be valid or binding.

D. Council. The provisions of Sec. 10.16 shall not apply to the Council to the extent that they are inconsistent with other provisions of this Charter.

#### Sec. 10.17. Land Use Ordinances.

All land use regulations and ordinances must be adopted pursuant to State law.

#### Sec. 10.18. Municipal Budget Law Repealed.

By adoption of this Charter the voters and the Town of Durham expressly repeal and rescind the previous adoption of the provisions of the Municipal Budget Act.

### ARTICLE 11

#### Administrative and Judicial Boards

##### Sec. 11.1. Administrative Committees.

A. Planning Board. There shall be a Planning Board consisting of nine (9) members as provided by state statute. Six (6) of these members shall be appointed by the Council for terms of three (3) years, such terms to be staggered. The Town Administrator and one other member of the Town administration appointed by the Town Administrator shall serve as ex officio members and one representative from the Town Council shall be appointed annually at the Council's first meeting. These representatives shall have all the rights of membership including the right to hold office. The Council shall fill any vacancy for the period of the unexpired term. The Planning Board shall have all the powers granted to planning boards by state law.

B. Conservation Commission. There shall be a Conservation Commission consisting of seven (7) members. The five (5) appointed by the Town Council shall be appointed for terms of three (3) years, such terms to be staggered. The Planning Board and Town Council shall each appoint a representative to the Conservation Commission annually at their first meetings. These representatives shall have all the rights of membership including the right to hold office. The Council shall fill any vacancy for the period of the unexpired term. The Conservation Commission shall have all the powers granted to conservation commissions by state law.

C. Parks and Recreation Committee. There shall be a Parks and Recreation Committee consisting of seven (7) members. The six appointed by the Town Council shall have terms of three (3) years, such terms to be staggered. A representative from the Town Council shall be appointed annually at its first meeting. The representative shall have all the rights of membership including the right to hold office. The Council shall fill any vacancy for the period of the unexpired term. The Parks and Recreation Committee shall have all the powers granted to parks and recreation committees by state law.



D. Historic District Commission. There shall be an Historic District Commission consisting of seven (7) members. The five (5) appointed by the Town Council shall have terms of three years, such terms to be staggered. The Town Council and the Planning Board shall each appoint a representative at their first meetings. These representatives shall have all the rights of membership including the right to hold office. The Council shall fill any vacancy for the period of the unexpired term. The Historic District Commission shall have all the powers granted to historic district commissions by state law.

E. Cemetery Committee. The Town Council shall select annually from its membership three (3) persons to meet with the Trustees of the Trust Funds as overseers of the Town Cemeteries.

F. Other Administrative Committees. Other administrative boards and committees may be established as necessary by the Town Council.

G. The Town Council is specifically authorized to act in concert with the University of New Hampshire to establish committees of such size and membership as may be in the common interest to establish policy for water service, sewer service, public safety and other matters of mutual concern.

H. At least annually, in February and more often if town affairs warrant, the Town Council shall meet with the chairmen of all standing town committees to review significant actions taken by the committees, projects currently under discussion, and anticipated activity for the coming year.

#### Sec. 11.2. Judicial Board.

Zoning Board of Adjustment. There shall be a Zoning Board of Adjustment appointed by the Council, consisting of five (5) members each serving a three (3) year term and three (3) alternates each serving a three (3) year term. Such terms shall be staggered. The Council shall fill any vacancy for the period of the unexpired term. The Zoning Board of Adjustment shall have all the powers granted to such boards under state law.

#### Sec. 11.3. Terms of Office.

The terms of office of all members of appointed boards shall begin on January 1 and end on December 31. If an appointee receives an appointment subsequent to January 1 of the year in which the term of office originally commenced, the term to which the person was appointed will end on December 31 in the year that it was scheduled to end.

#### Sec. 11.4. Vacancies in Elected Office.

Unless otherwise specified in this Charter, in the event of a vacancy in an elected office, board or commission of the Town, the Council shall fill that vacancy by appointment, such appointment to continue until the next Town election.

## ARTICLE 12

### Transitional Provisions

#### Sec. 12.1. Continuation of Government.

All members of Town agencies, except for those abolished by this Charter, shall continue to perform their duties until reappointed, reelected, or until successors to their respective positions are duly appointed or elected or their duties have been transferred. The Council shall take whatever measures are necessary to effectuate an orderly transition and shall take whatever actions are necessary to enable such transitions in office to comply with the provisions of this Charter.

Sec. 12.2. Continuation and Compensation of Personnel.

A. Until expressly changed after the effective date of this Charter, the compensation of all officers, department heads and employees of the Town shall be the same as that in effect on December 31, 1987.

B. Any person holding an office or position in the administrative service of the Town, or any person serving in the employment of the Town shall retain such office or position and shall continue to perform his duties until provisions shall have been made in accordance with the Charter for the performance of the said duties by another person or agency; provided, however, that no person in the permanent full-time service or employment of the Town shall forfeit his pay grade or time in service. All such persons shall be retained in a capacity as similar to their former capacity as is practical.

Sec. 12.3. Transfer of Records and Property.

All records, property, and equipment of any Town agency, the powers and duties of which are assigned in whole or part to another Town agency, shall be transferred forthwith to the Town agency to which such powers and duties are assigned.

Sec. 12.4. Effect on Obligations, Taxes and other Legal Acts.

All official bonds, recognizances, obligations, contracts and other instruments entered into or executed by or to the Town before its adoption of the Charter; all taxes, special assessments, fines, penalties, forfeitures incurred or imposed, due or owing to the Town, shall be enforced and collected, and all writs, prosecutions, actions and causes of action, except as herein otherwise provided, shall continue without abatement and remain unaffected by the Charter; and no legal act done by or in favor of the Town shall be rendered invalid by the adoption of the Charter.

Sec. 12.5. Effective Date and Interim Budget.

A. This Charter shall take effect on January 1, 1988 except as otherwise herein provided. Prior to that date, the Selectmen shall prepare for the transition to the new form of government.

B. The provisions of Sec. 5.4 establishing a final date for budget adoption shall be suspended only for the 1988 budget and the Council shall finally adopt a 1988 budget no later than April 1, 1988. Failure by the Council to adopt a 1988 budget by the deadline established in this section will establish the budget at 110% of the 1987 budget. From January 1, 1988, until adoption of a 1988 budget by the Council, the Council is authorized to expend any necessary sums for routine town operations at the same rate of expenditure as was in effect for the preceding year of 1987.

Sec. 12.6. Abolition of certain Boards.

The following Town agencies shall be abolished effective midnight December 31, 1987:

1. The Board of Selectmen
2. The Budget Committee

Sec. 12.7. Council, Town Clerk-Tax Collector and Moderator.

A. This subsection applies only to the election of Councilors at the election which shall be held on November 3, 1987. At this election, three (3) Councilors shall be elected to hold office for terms of three (3) years, three Councilors shall be elected to hold office for terms of two (2) years, and three (3) Councilors shall be elected to hold office for a term of one (1) year. Each candidate shall specify whether he is a candidate for a three (3) year term, a two (2) year term, or a one (1) year term. All Councilors elected pursuant to this section shall take office in the same manner as set forth in Sec. 3.1. B.

B. The person holding the office of Town Clerk-Tax Collector on December 31, 1987 shall continue in office until December 31, 1990. He shall perform all the duties of Town Clerk/Tax Collector under this Charter on and after January 1, 1988.

C. The person elected Town Moderator in March, 1986 shall hold office until December 31, 1987. The first election of Town Moderator under this Charter shall be held at the Town election on November 3, 1987.

#### Sec. 12.8. Expiration of Terms of Office of Continued Boards.

Boards which are to continue in operation shall have the various terms of office expire as follows:

A. Planning Board, Conservation Commission, Recreation Commission, Historic District Commission, Zoning Board of Adjustment, and alternates thereto if any.

1. Terms which would normally expire in 1988 will expire December 31, 1988 with the successor(s) being appointed no later than December 31, 1988.

2. Terms which would normally expire in 1989 will expire December 31, 1989 with the successor(s) being appointed no later than December 31, 1989.

3. Terms which would normally expire in 1990 will expire December 31, 1990 with the successor(s) being appointed no later than December 31, 1990.

4. Terms which would normally expire in 1991 will expire December 31, 1991 with the successor(s) being appointed no later than March 31, 1991.

B. Trustees of the Trust Funds.

1. The Trustee whose term is to expire in March of 1988 shall hold office until December 31, 1988 with his successor being elected in November of 1988.

2. The Trustee whose term is to expire in March of 1989 shall hold office until December 31, 1989 with his successor being elected in November of 1989.

3. The Trustee whose term is to expire in March of 1990 shall hold office until December 31, 1990 with his successor being elected in November of 1990.

C. Supervisors of the Checklist.

1. The Supervisor of the Checklist whose term of office would normally expire in March 1988 shall continue in office until December 31, 1987. His successor shall be elected at the Town election in November, 1987.

2. The Supervisor of the Checklist whose term of office would normally expire in March 1990 shall continue in office until December 31, 1989. His successor shall be elected at the Town election in November, 1989.

3. The Supervisor of the Checklist whose term of office would normally expire in March 1992 shall continue in office until December 31, 1991. His successor shall be elected at the Town election in November, 1991.

D. Other Boards and Committees.

All terms will expire December 31, 1987.

#### Sec. 12.9. First Election.

All election officers holding office prior to and at the time of the first election held under this Charter shall conduct such election and shall have all the powers granted to them under State law for such purposes and shall have all the powers that are granted to their successors under this Charter which are necessary to conduct properly such first election.





REPORT OF TRUSTEES OF TRUST FUNDS 1986

NAME OF TRUST FUND	PURPOSE OF FUND	HOW INVESTED	PRINCIPAL		Balance End of Year	INCOME			Balance End of Year
			Balance Beginning Of Year	Changes in Funds		Balance Beginning of Year	Income During Year	Expended During Year	
37 Separate Trust Funds Smith Town Improvement Fund	Cemetery Care	Common Trust Fund	12,949.26	1,450.00	14,399.26	6,224.19	2,589.51	1,399.53	7,414.17
Durham 250 Fund	Town Improvement	Common Trust Fund	5,000.00	-0-	5,000.00	7,143.72	1,533.27	-0-	8,676.99
	Town Improvement	Common Trust Fund	4,035.85	105.00	4,140.85	1,532.82	709.37	-0-	2,242.19
TOTAL OF TRUSTS 100% IN COMMON TRUST FUND:			21,985.11	1,555.00	23,540.11	14,900.73	4,832.15	1,399.53	18,333.35
OTHER TRUST FUNDS:									
George Ffrost Olinthus Doe	Education Care of Farm/ Support of School	Bonds/Common Trust	3,250.00	-0-	3,250.00	4,372.93	866.66	500.00	4,739.59
Town Cemetery Smith Chapel	Cemetery Care	Bonds/Common Trust	4,586.44	-0-	4,586.44	7,655.14	1,358.19	1,000.00	8,013.33
	Cemetery Care	Bonds/Common Trust	51,450.03	2,225.00	53,675.03	2,040.46	7,186.66	6,036.44	3,190.68
TOTAL OF ALL TRUSTS:			86,898.70	3,780.00	90,678.70	29,195.72	15,007.37	9,671.54	34,531.55
CAPITAL RESERVE FUNDS									
Capital Reserve	Highway Dept.	Savings Account	367.66	-0-	367.66	1,672.38	139.08	-0-	1,811.46
Capital Reserve	Fire Dept.	Savings Account	5,837.94	-0-	5,837.94	13,355.51	1,306.07	-0-	14,661.58
Capital Reserve	Incinerator	Savings Account	4,839.01	-0-	4,839.01	9,768.03	999.62	-0-	10,767.65
Capital Reserve	Parks & Rec.	Savings Account	8,648.00	(4,248.00)	4,400.00	2,776.78	489.80	-0-	3,266.58
Capital Reserve	Sewer Dept.	Savings Account	1,025.33	-0-	1,025.33	3,598.18	314.97	-0-	3,913.15
Capital Reserve	Computer Equipment	Savings Account	-0-	4,248.00	4,248.00	-0-	289.84	-0-	289.84
Capital Reserve	Property Reval.	Savings Account	-0-	30,000.00	30,000.00	-0-	223.08	-0-	223.08
TOTALS:			20,717.94	30,000.00	50,717.94	31,170.88	3,762.46	-0-	34,933.34

## **TRUSTEES OF THE TRUST FUNDS AND CEMETERY COMMITTEE**

There were 21 burials in the Durham Cemetery in 1986, including six cremains. All of the cremains were placed in full graves. There were neither burials nor purchases in the special cremains sections. Of the four plots sold, none was a whole 12-grave lot- a conspicuous change from earlier years.

Severe turf insect problems were encountered in the Town Cemetery on the Old Concord Road which required a considerable expenditure of time and money. We hope, however, that the problem is "under control," although it may be another year or more before our turf is back to where we would like it. Additional equipment is being purchased this year to improve lawn care and a program of more stringent care of shrubbery and trees is expected to improve the overall appearance of the cemetery.

The old well pump, although picturesque and quaint- has not proved to be very effective as a water supply for those seeking water for private gravesite care. Hence, the water line to the new Data General plant has been tapped for a small hand-operated hydrant to supply the cemetery, a welcome innovation.

Three new trust funds for abandoned graveyards were established in 1986. The Trustees gratefully acknowledge the receipt of \$300 from Mr. & Mrs. David Hills for the perpetual care of the Eastes graveyard on their farm on Route 4. This is a beautiful walled yard down near the river which is seldom seen.

Watson descendants have contributed \$250 for the care of the Odiorne graveyard, also on Route 4, and the Durham Historical Society donated its annual fund of \$300 for the care of the Fernald/Furnald graveyard on Durham Point.

Mr. Webster Pendergast of Gahanna, Ohio, added an additional \$200 to the already existing fund for the care of the Pendergast graveyard off Packers Falls Road, which fund now totals \$300. Thank you, one and all.

The limited timber harvest on the Doe Farm is still awaiting an interested contractor. Trees have been marked and the access road upgraded, and it is now hoped that the harvest can be accomplished in 1987.

## STRAFFORD REGIONAL PLANNING COMMISSION

The Strafford regional Planning Commission provides planning assistance and services to member towns and cities in both Strafford and Rockingham Counties. Staff efforts and expertise are expended in several areas including: transportation planning, environmental analysis, community development and related economic growth and community land use planning. Technical assistance via contracts is also provided for solid waste and household hazardous waste management, federal grant applications, zoning, master plans, site review, and capital programming. We also provide other special studies via contract.

SRPC is currently developing a land use map for the region to assist comprehensive planning efforts. The Commission is also developing planning guidelines for water resource protection. These guidelines will provide a way for individual communities to adopt water resource master plan components that comply with Chapter 167 RSA's. We are also developing a regional and individualized town and city data base.

In the realm of transportation, SRPC through contracts with the New Hampshire Department of Transportation and the Cooperative Alliance for Seacoast Transportation (COAST) mass transit system has planned for an improved transportation system. SRPC has assisted COAST in analysis of the following; a COAST Market Survey profiling riders, a Survey of the Seacoast Trucking Industry and a Performance evaluation of the UNH Shuttle Bus system.

Research/Data Analysis - 1980 Census Preparation - Prepared a proposal to the U S. Census Bureau outlining needed changes in census tracts and block groups in the Strafford planning region. SRPC conducted a preliminary research and organization for the regional data base.

In addition, SRPC has provided a variety of technical services. The Commission staff has met with the Planning Department and the Conservation Commission to discuss the issue of water resource protection in the Town of Durham. In particular, recommendations were made on improving the Town's wetland and cluster zoning ordinances. Potential guidelines for preparing an aquifer protection ordinance were also explored.

SRPC also supported Durham's position on the proposed Macallen Dam Hydroelectric Project. A "motion to intervene" was submitted by SRPC to the Federal Energy Regulatory Commission requesting that a basin-wide impact study be undertaken to examine the effects of this project on the entire watershed.

## DURHAM DATA

SIZE: 25.5 square miles (2.2 of which is water surface).

POPULATION ESTIMATE: 11,416 (1985)

(Effective July 1, 1978, the Federal Population Estimate is official for all purposes and includes resident student population)

TOWN ROADS: 43.4 Miles

STATE ROADS: 19 Miles

SIDEWALKS: 26,489 linear feet, or 5.01 miles

### RECREATIONAL FACILITIES

Skating Rink at Jackson's Landing  
Jackson's Landing boating facilities  
Cedar Point boat ramp  
Tot Lot  
Oyster River Park  
Recreational walking route via Class VT roads as seen in "Walking Durham"  
Old Landing (both sides of bridge)  
Town Shipyard boat landing  
Mill Pond Scenic area  
Doe Farm  
Bicentennial Park at Main Street and Mill Road  
Launching ramp at Adams Point  
Woodridge Tennis Courts  
Ballard Park  
Mill Road Triangle  
Woodridge Baseball/Soccer Facility

### PROPERTY OWNED BY THE TOWN

#### BUILDINGS

Town Hall (Durham District Court- Museum)  
Highway Department Garage  
Highway Department Garage (Sheds)  
Sewage Treatment Plant and Addition  
Sewage Pumping Station Dover Road  
Solid Waste Disposal Site, Durham Point Road  
New Town Office Building - 13-15 Newmarket Road  
Hockey Warming Hut  
Grease Handling Facility  
Henry A. Davis Memorial Building



## LAND

Lot #55, Woodridge Road  
Schoolhouse Lane, Town Garage Lot  
Old Landing Road, 400' north side, 100' south side  
Mill Pond Road Park  
Land Off Dame Road (approximately 30 acres)  
Mill Pond Dam, north side  
Police Building Lot 40' x 50'  
Tot Lot  
Town Lot and land in Provost Development  
Oyster River Park  
Smith Chapel and two acres. Mill Pond Road  
Littlehale Road Lot  
Jackson's Landing  
Cedar Point, two shallow lots  
Durham Point Road at intersection with Langley Road  
Lee Pit  
Well Site, four acres off U.S. Route 4 in Lee  
Lot 27, Longmarsh Road - Beaver Pond Conservation Area  
Conservation Land adjacent to Lot 27  
Wiswall Road Dam Site  
Spruce Hole Conservation Area  
Doe Farm  
Lots No. 78-83, Woodridge Development  
Conservation Easement -- Pond Area at Durham Point Road and  
Pinecrest Lane  
Conservation Purchase: Langmaid Farm, Longmarsh Road (Class VI)  
area  
Blackhawk Lot #4  
Marion J. Stolworthy Wildlife Sanctuary, off Bagdad Road



Down on the Durham range -- where the deer and the buffalo roam!

## POLICE DEPARTMENT

For the first time in several years the number of complaints received by the Department has decreased by eight percent. Although we experienced this drop - overall activities handled by the Department increased by five percent.

For the second time within a three-year period, Durham has experienced a year without a fatal motor vehicle accident. Also significant is the fact that the number of reported burglaries has declined by twenty-two percent. Again, I would urge citizens to take advantage of our home security checks during owner absences.

Since the addition of a Traffic Control Officer, and added personnel during peak evening hours. we have been able to provide substantially more patrol coverage to the community. This benefit is not without costs. however, as a result we are logging substantially more mileage on our cruisers. Our maintenance costs doubled during the past two years. and we are left with all but one of our current cars with over 120,000 plus miles. In my opinion. it is crucial that we purchase two new cruisers on an annual basis -- I ask for your support on this request.

Durham is not an island -- we are faced with the same substance abuse problems other area communities are experiencing. There will be a petitioned warrant article to see if the Town will provide money to the Police Department to deal with this concern -- along with the petitioners, I urge your support of this request.

Lastly, I would point out that like many communities. Durham is experiencing a turnover in personnel. My staff and I will work diligently to maintain a quality police service. Thank you.

DEPARTMENT OF POLICE  
Paul W Gowen, Chief

## 1986 ACTIVITY REPORT

	<u>1984</u>	<u>1985</u>	<u>1986</u>
Aid To Citizens	1665	2147	1849
Aid to Other Agencies	2190	2611	2169
Aid to Officers	1563	1750	1800
Development Checks	2104	2166	2295
Parking Tickets	3956	3850	5560
Building Checks	1281	1211	1234
House Checks	5489	5662	5171
Escorts	410	374	342
Radar Checks	850	1270	1611
Warnings Issued:			
Motor Vehicles	2551	2331	2417
Criminal	235	235	251
Bicycles	66	12	2
Pedestrians	11	6	8
Citations Issued	2059	1831	2512
Motor Vehicle Arrests	123	83	139
Criminal Arrests	341	327	317
Other Department Arrests	20	21	39
Complaints	3037	2992	2751
Accidents	319	374	372
Criminal Investigations	<u>1474</u>	<u>1277</u>	<u>1149</u>
TOTAL	29744	30530	31988

A detailed breakdown of this Report is available at the Durham Police Department for citizen review.



When Durham Police Supervisor Bradley Loomis graduated from Hawthorne College summa cum laude, a letter of congratulation was presented to him from the Board of Selectmen by Chairman Patricia Fisk as Police Chief Paul Gowen looks on.



## 1986 JUVENILE REPORT

The Juvenile Annual Report relates to those crimes where the juvenile offender was known, apprehended, and processed. Information is also contained in this report relative to investigations where juveniles may have been the victims of abuse and/or neglect.

### Breakdown of Juvenile Cases

<u>Violation Classification</u>	<u>Parent Conference</u>	<u>Court Diversion</u>	<u>Juvenile Court</u>	<u>Adult Court</u>	<u>M/V Action</u>	<u>Admin. Action</u>	<u>Total</u>
Criminal Trespass	9					1	10
Theft	3		1				4
Receiving Stolen Property	1		1				2
Disorderly Conduct						1	1
Criminal Mischief	2						2
Reckless Conduct	1						1
Simple Assault			1			1	2
False Information to Officer	1						1
Resisting Detention	2					1	3
Abuse/Neglect Complaints						3*	3
Uncontrollable	3					1	4
Runaways	6	2	1			1	10
Missing Person	2					1	3
Possession of Alcohol	3		1	4			8
Protective Custody	23					1	24
Transportation of a Controlled Substance		1					1
Transportation of Alcohol					2		2
Miscellaneous M/V Violations	1			2			3
TOTALS	57	3	5	6	2	11	84

\* Referred to New Hampshire Division of Children and Youth Services for joint investigation.



## **PROBATION OFFICER**

For the second year the Probation Department was not absorbed by the State of New Hampshire System, as predicted. During the 1986 Legislative year a bill was submitted to continue the study of where local probation belongs. Also included in this bill was a part to reimburse the towns and cities that have local probation services. The bill never came out of the Senate Finance Committee. At this time there is a bill being proposed for the 1987 Legislature. This bill would be dividing the Probation services into adult, juvenile and court administrative. The adult probation work would go to the Department of Corrections, the juvenile probation work would go to the Division of Children and Youth Services and the court administrative work would go to the Administrative Office of the Courts. This bill seems to have the backing of all three Departments and looks the best of all bills submitted at this time for passage.

The year 1986 began with a flurry of activities around drug use and abuse in Durham. The Town received a good deal of press coverage concerning this issue. A number of people, services and families came together and worked to help each other. Many individuals received help and support in a number of areas. By the fall of this year there seemed to be a number of positive things that came out of the early year's activities. Children and families received the help that was needed. Parents began to talk to one another about the drug issue and people were not afraid to confront the drug problem openly. A strong message came across from the parents that they were not going to tolerate drugs in the Town of Durham and were willing to work to stop it. Did all this activity pay off? In this writer's professional opinion, it did. The parents did an excellent job! Drugs will unfortunately be with us for a long time to come. However, the work that was done at the beginning of the year made the drug problem in Durham much better for the future.

Raymond J Bilodeau  
Probation Officer

# VITAL STATISTICS

## BIRTHS REGISTERED IN THE TOWN OF DURHAM FOR THE YEAR ENDING DECEMBER 31, 1986

<u>Date of Birth</u>	<u>Place of Birth</u>	<u>Name of Child</u>	<u>Sex</u>	<u>Name of Father</u>	<u>Maiden Name of Mother</u>
1985					
July 19	Exeter	Kiel Alexander Snyder	M	Lewis Wilkin Snyder	Virginia Ann Files
November 15	Beverly, MA	Connor Patrick Dick	M	Thomas Patrick Dick	Colleen Roxanne Kitchen
1986					
January 1	Portsmouth	Jennifer Lynn Barker	F	Michael Lee Barker	Wendy Lee Wood
January 27	Exeter	Sean Patrick Purio	M	Walter Patrick Purio	Fern Elizabeth Bailey
January 31	Dover	Christin Blackburn Oram	F	Robert Charles Oram	Gail Phillips Blackburn
February 6	Exeter	Ryan Joseph Fleming	M	James Drayton Fleming	Debra Lee Lopilato
February 14	Portsmouth	Brynn Kristin Bowes	F	Morris William Bowes	Polly Alison Schmidt
February 17	Exeter	Cory Hazen Towne	F	John Arthur Towne	Barbara Dee Peterson
February 18	Exeter	Andrew Joseph Wansart	M	William Leonard Wansart	Cathy Ann Stachelski
March 4	Exeter	Rebecca Marie Tienhaara	F	Sean Michael Tienhaara	Janice Marie Harrison
March 12	Dover	Lindsey Elizabeth Pollard	F	James Edward Pollard	Diane Carole Anderson
March 24	Exeter	William Parker Wood	M	Jeffrey Gardner Wood	Ruth Susan Spear
April 11	Dover	Nathan Douglas Johnson	M	Walter Joseph Johnson	Jennifer Lynne Newton
April 26	Exeter	Jared Michael Hadam	M	John James Hadam	Diana Lynn Delano
May 2	Portsmouth	Gabrielle Eley Silva	F	Joseph Raymond Silva, Jr.	Robin Ann Eley
May 9	Dover	Heather R. B. Shillington	F	Thomas Howard Shillington	Nanci Mary Burns
May 11	Exeter	Benjamin Jeffrey Sohl	M	Jeffrey Edward Sohl	Christine Joy Ekvall
May 12	Exeter	Baby Low-Weiner	M	James Lewis Weiner	Julie Ellen Low
May 12	Portsmouth	Andrew Tyler Watts	M	Stephen Andrew Watts	Paula Denise Ketcham
May 23	Exeter	Heather Nicole Newton	F	Carl Frederick Newton	Carole Jean Novotny
June 4	Dover	Benjamin Gary Faucher	M	Robert Gary Faucher	Mary Martha Tuttle
June 7	Exeter	Maura Anderson Hentz	F	Douglas Nelson Hentz	Molly Darling
June 27	Dover	Alyssa Rachel Reisman	F	Mark Stuart Reisman	Andrea Myra Cohen
July 10	Exeter	Jeffrey Morris Steer	M	Peter Daymond Steer	Jennifer Cuddy
July 15	Durham	Noami Olshansky Bruatigam	F	Donald Hugh Bruatigam	Beth Ann Olshansky
July 20	Dover	Christopher James Halldorson	M	James Rawles Halldorson	Susan Huntington Knapp
July 21	Concord	Ethan Roy Webb	M	Kevin Moore Webb	Paula Marie Roy
July 25	Dover	Jacqueline Enzmann	F	Gary David Enzmann	Janice Lynn Samoshima
July 31	Portsmouth	Angela Lynn Morse	F	Brian Edward Morse	Cheryl Lynn Slater
August 8	Portsmouth	Gregory Daniel Found	M	Ernest Murray Found, Jr.	Ellyn Anne Slocum
August 10	Dover	Connor Malloy Houghton	M	Craig Thomas Houghton	Catherine Graeber Dickman
August 12	Exeter	Matthew Joseph Drohan	M	Derrick Matthew Drohan	Laurie Lynn LeClair
August 14	Dover	Samuel William DiSesa	M	Leonard Edward DiSesa, Jr.	Kathi Lynn Wilhelm

August 26	Dover	Shannon Kara Galloway	F	Kevin Dennis Galloway	Jennifer Clapp
September 26	Dover	Avila Margaret Chase	F	Sheldon Leonard Chase	Susan Margaret Freitag
October 19	Exeter	Emily Theresa Jamison	F	Joshua Logan Jamison	Cathleen Elizabeth Leonard
October 24	Rochester	Henry Erving Cooley, IV	M	Henry Erving Cooley, III	Allison Ann Pingel
November 16	Dover	Kathleen Evelyn Cooper	F	David Allen Cooper	Cynthia May Soffen
November 21	Portsmouth	Benjamin Streeter James	M	Ronald Frank James	Dorothy McClure
November 23	Exeter	Brittany Leigh Garber	F	Richard Franklin Garber, Jr.	Deborah Leigh Geier
December 3	Biddeford, ME	Emily Jackson Tupper	F	Christopher Norton Tupper	Helen Judson Clark
December 3	Exeter	Christina Ines Lord	F	Wayne Lawrence Lord	Maria Cecilia Pinto
December 5	Exeter	Andrea Elizabeth Smith	F	Alan Wyman Smith	Diana Aileen Gay
December 8	Portsmouth	Elizabeth Anne Woodcock	F	Herbert Albert Woodcock, III	Sharon Patricia Madgwick
December 8	Dover	Meredith Leigh Gorman	F	Christopher James Gorman	Diane Ellen McCool
December 11	Dover	Martha Lane Richardson	F	Thomas F. Richardson, III	Elizabeth Haines George
December 12	Rochester	Elisha Merrall Cole	M	William John Runyan Cole	Judith Anne Viles
December 18	Dover	Daniel Lydon Limauro	M	David Lydon Limauro	Cynthia Cecelia Titterington
December 24	Portsmouth	Laura Noelle Thomas	F	George Charles Thomas	Denise Marie Dubuc
December 27	Dover	Margaret Madeline Dennison	F	Paul Thomas Dennison	Kathleen C. Travers-McPherson

## MARRIAGES REGISTERED IN THE TOWN OF DURHAM FOR

## THE YEAR ENDING DECEMBER 31, 1986

<u>Date of Marriage</u>	<u>Place of Marriage</u>	<u>Name and Surname Bride and Groom</u>	<u>Residence of Each at Time of Marriage</u>	<u>Name and Designation of Officiant</u>
January 4	Durham	Ronald J. Marro	Rochester, New York	Warren H. Deane, Sr.
January 9	Somersworth	Barbara A. Deane	Rochester, New York	Priest
January 15	Durham	Robert J. Belanger	Dover	R. Karen Walker
March 29	Rye	Judith A. E. Haskins	Durham	Justice of the Peace
April 12	Dover	Charles J. Chasse	Brooksville, Florida	C. Russell Shillaber
May 18	Durham	Bertha S. Handy	Durham	Justice of the Peace
May 25	Durham	Kevin M. Webb	Durham	Steven Blum
May 31	Durham	Paula M. Roy	Durham	Justice of the Peace
May 31	Durham	Brian H. Saranovitz	Fitchburg, Massachusetts	Jonathan H. Gerard
May 31	Durham	Cynthia E. Kulp	Durham	Rabbi
May 31	Durham	Sebastian Z. Stacey	Lebanon, Maine	David L. Grainger
May 31	Durham	Deborah J. West	Durham	Chaplain
May 31	Durham	David M. Olson	Palo Alto, California	Richard B. Thompson
May 31	Durham	Carol A. Tillock	Palo Alto, California	R. C. Priest
May 31	Durham	Timothy B. Arthun	Durham	Frederick J. Pennett, Jr.
May 31	Durham	Bernice I. Moore	Durham	R. C. Priest
May 31	Durham	William C. Klosek	Methuen, Massachusetts	John W. Lynes
May 31	Durham	Heidi Ann Wolfrum	Durham	Minister



May 31	Durham	Richard H. Lord	Durham	Linda L. Ekdahl
		Persis L. Ensor	Durham	Justice of the Peace
June 7	Durham	Thomas M. Jellison	Durham	Albert W. Snow
		Becky L. Krakauer	Manchester	Priest
June 14	Durham	Frederick J. Devereux, Jr.	Somersworth	Linda L. Ekdahl
		Janet L. Baldwin	Durham	Justice of the Peace
June 14	Durham	Steven R. Gaulke	Manitou Springs, Colorado	Frederick J. Pennett, Jr.
		Theresa A. Gazzara	Manitou Springs, Colorado	R. C. Priest
June 14	Durham	Jonathan R. Sheff	Ipswich, Massachusetts	Katherine M. Mulhern
		Kathryn M. Cowdrey	Ipswich, Massachusetts	Pastor
June 21	Newmarket	Mark A. Novak	Durham	Diane C. Hodgson
		Elizabeth A. Frieibert	Durham	Justice of the Peace
June 28	Durham	William Press	Boston, Massachusetts	Jonathan H. Gerard
		Lisa A. Kaplan	Boston, Massachusetts	Rabbi
June 28	Durham	Dionisios Sourbis	Athens, Greece	John W. Lynes
		Debra J. MacNeill	Durham	Minister
June 28	Durham	Alan S. Zamosky	Durham	Robert Solomon
		Jeanne B. Blasik	Durham	Justice of the Peace
June 29	Durham	John M. Wolfe	Durham	Richard J. Coleman
		Britt Hooker	Winchester, Massachusetts	Minister
July 11	Durham	Edward A. Celarier	Cambridge, Massachusetts	Linda L. Ekdahl
		Chooi-Yeok Kuan	Seattle, Washington	Justice of the Peace
July 20	Durham	Robert F. Kwasnick	Durham	Samuel Umen
		Michele Laliberte	Schenectady, New York	Rabbi
July 25	Rochester	Michael P. Guidoboni	Rexford, New York	Herbert O. Thwing
		Gina M. Chick	Durham	Justice of the Peace
July 27	Durham	Lonn M. Sattler	Rochester	Albert W. Snow
		Jo-Anne M. Fuller	Durham	Priest
August 2	Durham	Michael J. Roberts	Durham	John W. Lynes
		Betsy Burnham	Amesbury, Massachusetts	Minister
August 3	Durham	Gregory E. Bell	Durham	John Swanson
		Kathy Fink	Durham	Minister
August 9	Durham	James W. Cooke	Colonial, New Jersey	Frederick J. Pennett, Jr.
		Bernadette J. Boy	Colonial, New Jersey	R. C. Priest
August 16	Portsmouth	Wayne E. Murray	Durham	William S. Green
		Louise L. McLane	Portsmouth	Justice of the Peace
August 16	Portsmouth	Douglas E. Sandin	Durham	Winthrop F. Puffer, Jr.
		Vicky M. Laroche	Durham	Minister
August 23	Bristol	James H. Long	Durham	John F. Russell
		Stephanie L. Safford	Groton, Massachusetts	R. C. Priest
August 23	Durham	Daniel H. Potts	Durham	Charles F. Hall
		Stephanie A. Bassett	Durham	Bishop
ugust 23	Rochester	Ronald B. Pratt	Lee	Sherwood A. Treadwell
		Debra J. Evans	Durham	Minister



September 13	Stratham	Douglas P. Meader	Durham	Andrew M. Gilman
		Mary B. Kinzly	Durham	Minister
Septemer 27	Durham	Raymond A. LaRoche, Jr.	Durham	Stephen W. Scruton
		Wanda J. Hayes	Durham	R. C. Priest
September 27	Durham	Herbert B. York	Freeport, Maine	John W. Lynes
		Christine L. Draves	Freeport, Maine	Minister
October 3	Portsmouth	Michael A. Luksa	Durham	Robert H. Whittaker
		Deborah K. Robertson	Durham	Justice of the Peace
October 4	Durham	Nicholas A. Handres	Mt. Clemens, Michigan	Albert W. Snow
		Judith L. Vreeland	Birmingham, Michigan	Priest
October 4	New Castle	Ramond A. Small	Stamford, Connecticut	Graham G. Alvord
		Kim S. Haley	Durham	Minister
October 11	Bedford	Alger Rollins	Durham	Ross E. Lilley
		Sarah B. Upton	Bedford	Minister
October 11	Durham	Douglas R. Sumner	Durham	Frederick J. Pennett, Jr.
		Susan C. Labrecque	Portsmouth	R. C. Priest
October 11	Durham	Richard D. Tremblay	Newmarket	John W. Lynes
		Carolyn P. Batson	Durham	Minister
October 18	Durham	Gary W. J. Dallaire	Dracut, Massachusetts	Linda L. Ekdahl
		Julia R. Nolin	Lowell, Massachusetts	Justice of the Peace
October 18	Durham	Ray F. Daniels, Jr.	Woburn, Massachusetts	David L. Grainger
		Rachel D. Clark	Woburn, Massachusetts	Chaplain
October 18	Exeter	Michael S. Powers	Durham	J. Raymond Sikkell
		Sandra L. Bowen	Durham	Clergyman
October 20	Lee	Carlos E. Gonzalez	Durham	Patricia A. Cummings
		Meg J. Peterson	Durham	Justice of the Peace
November 1	Lee	James I. Morrill	Barrington	John Rea Chapman
		Linda Todd	Durham	Minister
November 24	Durham	Richard C. Kelland	Pietermaritzburg, South Africa	Linda L. Ekdahl
		Barbara G. F. Hoene	Durham	Justice of the Peace
November 27	Durham	Walter W. Cheney	Durham	June M. Barry
		Nancy B. Starks	Durham	Justice of the Peace
December 12	Portsmouth	Farid Tajallae	Amherst, Massachusetts	Evelyn L. Hanscom
		Elizabeth L. Wellwood	Durham	Justice of the Peace
December 20	Nashua	Jeffrey S. Baker	Nashua	Joyce E. McCaffery
		Noeli Aparecida Farago	Durham	Justice of the Peace
December 27	Durham	Jeffrey C. Hunt	Conyers, Georgia	Bruce K. Johnson
		Kathryn A. Dubois	Durham	Justice of the Peace

# DEATHS REGISTERED IN THE TOWN OF DURHAM FOR THE YEAR ENDING DECEMBER 31, 1986

<u>Date of Death</u>	<u>Place of Death</u>	<u>Name and Surname of Deceased</u>	<u>State of Birth</u>	<u>Occupation</u>
January 15	Rochester	Susan W. Hartley	Scotland	Homemaker
January 18	Dover	Esther Fielding	New York	Proprietess/Store
February 24	Dover	Donald W. Munroe, Jr.	Massachusetts	Paving Contractor
March 7	Dover	Raymond E. Canfield, Sr.	Indiana	Machinist
March 7	Durham	Robert M. Moore	Pennsylvania	Welder
March 8	Dover	Russell S. Harmon	Massachusetts	Engineer/Architect
March 30	Wolfeboro	Stanley R. Shimer	Pennsylvania	Professor
April 1	Dover	Elizabeth MacDonald	Ohio	Housewife
April 6	Dover	Virginia Colovos	New Hampshire	Housewife
April 22	Durham	Evelyn B. Whitney	New Hampshire	Salesperson
May 1	New Castle	Marc F. Guex-Walker	Switzerland	Maintenanceman
May 20	Dover	Harold D. Moran	New Hampshire	Attorney
May 23	Dover	Muriel A. Jackson	New Hampshire	Teacher
June 26	Manchester	Elizabeth T. Smith	New Hampshire	Teacher
July 12	Damariscotta, ME	Beatrice I. Robinson	Ohio	Housewife
August 10	Dover	Arthur L. Cardinal	Massachusetts	Salesman
August 26	Lawrence, MA	David C. Ninde	Ohio	I.R.S. Agent
August 29	Exeter	Ethyl L. Howard	Massachusetts	Teacher
September 12	Durham	Mary Micale	New Jersey	Housewife
September 16	Durham	Edith P. Worthen	New Hampshire	Teacher
September 23	Dover	Philip P. Sullivan	Massachusetts	Electrician
October 21	Durham	Leon W. Hitchcock	Massachusetts	Professor
October 25	Durham	Vivian L. S. Bingham	New Jersey	Housewife
October 29	Dover	Lawrence W. Slanetz	New York	Professor
October 31	Durham	Italo DiPasquale	New York	Pharmacist
November 24	Rochester	L. Mildred Witham	New York	Assistant Editor
December 16	Dover	John M. Sakowski	New Hampshire	Broker
December 26	Dover	Ruth M. Dalton	Vermont	Secretary
December 30	Dover	Georgia Balomenos	New York	Homemaker
December 30	Dover	Richard H. Balomenos	New Hampshire	Professor
December 31	Dover	Andrea K. Clair	Massachusetts	Housewife

## DURHAM-UNH FIRE DEPARTMENT

During 1986 the Durham-UNH Fire Department responded to 1,167 fire and medical emergencies and 2,679 non-emergency service requests.

Early in the year the Department received updated rescue equipment to compliment the Hurst "Jaws of Life" automobile extrication tool.

The equipment includes hydraulic rams and cutting shears that afford a more rapid and safer capability to remove injured patients from automobile accident entrapment situations.

In June the firefighters' workweek was reduced from 48 to 42 hours. The establishment of the 42 hour schedule has provided significant improvements in operations by creating four permanent platoons. The firefighters' work periods were also changed from 24 hours per shift to 10-hour days and 14-hour night shifts, resulting in improved safety for all personnel and increased productivity.

All full-time firefighting personnel maintain New Hampshire certification as career level firefighters and national registry as Emergency Medical Technicians.

During the fall, a 24 hour EMT recertification was held for all full-time firefighters.

The Call Firefighting force is actively involved in a modular training program involving self-study as well as classroom and practical training on department procedures, apparatus and equipment. Any interested resident is encouraged to apply for membership to the Call Department. Meetings are held on Monday evenings twice monthly.

The Fire Prevention Bureau continues to handle an increasing workload as the community grows. On a monthly basis, all platoons are assigned in-service fire safety inspections of commercial and multiple occupancy buildings. The inspections serve to familiarize firefighting personnel with building features and hazards as well as monitor fire safety conditions.

A chimney and woodstove inspection program is available to all residents who request it.

In July, Administrative Assistant Susan Beaulieu resigned, having served for 10 years with the Department. In September, Marcia Ransom was hired as Administrative Assistant to replace Mrs. Beaulieu.

Numerous station maintenance projects and improvements have been completed by Department personnel as we "settle in" to the new Fire Station.



The apparatus fleet has been maintained with a strong emphasis on preventive maintenance and the development of an improved schedule of periodic inspections geared to actual activity of the apparatus.

The Department's 1985 Dodge (Forestry 1) was refurbished by Department personnel, resulting in significant cost savings.

It has been a challenging year for the Fire Department and we look forward to continuing our efforts to provide the highest possible level of fire protection to the community.

Respectfully submitted,

Robert P. Wood, Chief  
Durham-UNH Fire Department



Durham firefighters tear open a ceiling in a fire at a home on Durham Point Road.



# REPORT OF THE TOWN FOREST FIRE WARDEN AND STATE FOREST RANGER

Between July 1985 and June 1986, we experienced fewer fires than normal. The two leading causes of forest fires were again children and fires kindled without written permission of a Forest Fire Warden. Both causes are preventable, but only with YOUR help.

Please help our Town and State Forest Fire Officials with forest fire prevention. Contact your Forest Fire Warden for more information.

Enforcement of a state timber harvest regulation is the responsibility of State Forestry Officials. Our State has excellent timber harvest regulations; however, your assistance is needed.

If you know of a logging operation and suspect a state timber harvest law may be violated, call your Forest fire Warden.

If you own forest land, you became responsible for the timber tax payment starting April 1, 1986. This is a change in the Timber Tax Law that will impact all forest landowners. Contact your Board of Selectmen for timber tax forms.

## FOREST FIRE STATISTICS - 1986

Number of Fires Statewide	840
Acres Burned Statewide	751
Cost of Suppression	\$275,956

### District:

Number of Fires	135
Acres Burned	39

### Town:

Number of Fires	13
Acres Burned	2

Respectfully submitted,

Alfred E. Grimes, Forest Ranger  
Robert P. Wood, Forest Fire Warden

## DURHAM-UNH BOARD OF FIRE COMMISSIONERS

The Board of Fire Commissioners has met on a monthly basis to review the Fire Department's activities and expenditures in addition to establishing future objectives of the Fire Department's administration.

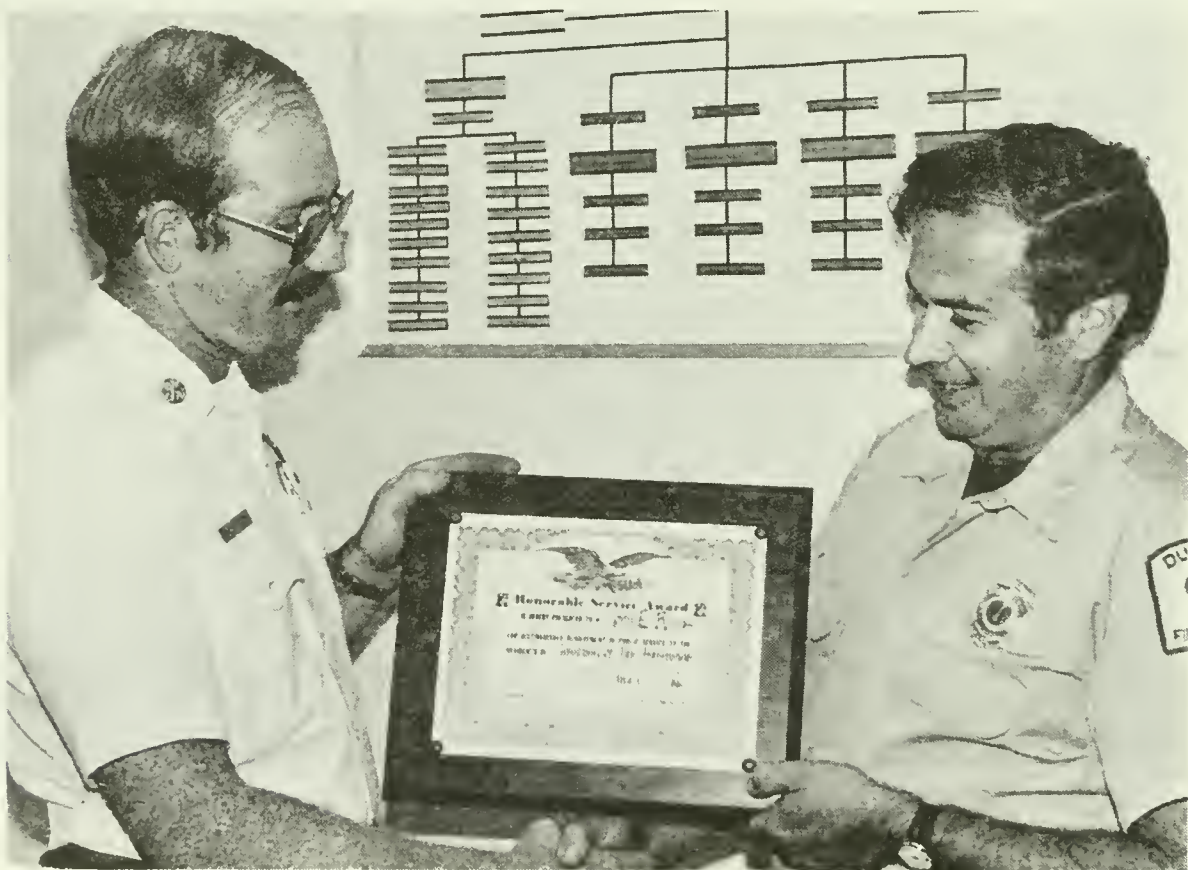
Over the past year significant reorganization of the Department has been accomplished. A revised rank/title structure of the Department's officer staff has resulted in an improved chain-of-command.

Quarterly reviews of the budget have been conducted to provide an accurate reflection of all programs and projects being completed.

The year 1986 has been a busy and productive one for the Fire Department. The continuing growth in the community creates increasing demands for service and emergency response.

The Board would like to extend its sincere appreciation to all Fire Department personnel for their efforts in serving the fire protection needs of the community.

Board of Fire Commissioners  
Durham-UNH Fire Department



Lt. John E. Rines receiving Distinguished Achievement award in public service. Presented by Fire Chief Robert Wood.

## COMMUNICATIONS CENTER—1986 REPORT

During 1986, the Dispatch Center's name was changed to "Communications Center" and its governance was established within the context of a working Memorandum of Agreement between the University of New Hampshire and the Town of Durham. This agreement establishes a Communications Center Policy Committee (CCPC) and outlines procedures for the Center's management and funding.

The CCPC established increased dispatching fees for the towns of Lee, Madbury, Barrington and Newington and for fire and burglar alarm monitoring systems in private residences and commercial properties. These increased fees represent a revenue to the Town of Durham of \$10,054.52 for CY 1986.

The 1986 dispatching activities for Durham, UNH and area communities remained relatively consistent with last year's statistics. The Center responded to 17,002 calls for service from 12 agencies served.

The Communications Center Policy Committee conducted a review of demand for services by the Town and the University, which resulted in an adjustment of the proportional share paid by each unit. The Communications Center Policy Committee is proposing a 40% Town/60% University split for 1987.

Relocation of the current Center from the UNH Service Building to the newly constructed UNH Telecommunications building will be accomplished upon completion of the Thompson Hall renovation project. The 1987 budget for the Center includes the replacement of the existing radio consoles and alarm receiving panels. Replacement of these items was recommended in the 1984 Sachs/Freeman Associates, Inc. study due to their age, unreliability and increased maintenance costs. Your support in replacing these equipment items is very much appreciated.

The Communications Center Policy Committee would like to thank the staff members of the Communications Center for their loyal and unselfish dedication during this past year. The Committee also is grateful for all of the assistance and cooperation received during this past year from the University Administration, the Board of Selectmen, the Durham Budget Committee, Department heads, Town officials and Durham residents.

THE COMMUNICATIONS CENTER POLICY COMMITTEE



## PLANNING BOARD

This past year has proven to be very interesting and challenging for the Planning Board. During 1986, the Board acted upon thirty-four applications, eighteen of which were for new subdivisions creating one hundred twenty-four new building lots. Currently, there are five subdivision proposals before the Board which have the potential of creating ninety new building lots.

Durham is experiencing the same rapid growth which has been typical of the area. The Planning Board must oversee this growth with an eye toward preserving the quality of life enjoyed by the residents of Durham. To do this, the dedicated members of the Board must devote more and more of their time and effort. Many hours are spent by Board members in preparation for the bi-weekly meetings. This includes review of plans, ordinances and site visits.

The main goal of the Planning Board is to ensure that development in Durham is done in accordance with the rules and regulations of the Town and State. In addition, the Board is charged with maintaining the integrity of the Town. In pursuit of these goals, the Board seeks participation by residents during the Planning process. Meetings are held the first and third Wednesday of the month and your attendance is encouraged. Anyone having planning or zoning questions should contact the planning staff during normal business hours at the Town Office.

### PLANNING BOARD



Oyster River Falls in the midst of a winter season



## HIGHWAY DEPARTMENT

During 1986, the Durham Highway Department completed a variety of tasks throughout the community. These tasks can be broken into four categories:

1. From January through March, our main function is snow and ice removal supplemented with Equipment Maintenance and Residential Tree Removal Programs.
2. In April and May we correct any damage due to our snow and ice control efforts, sign repairs, sweep all streets and sidewalks, paint cross-walks, grade dirt roads and clean the downtown area in preparation for Memorial Day.
3. June to November is our construction season. This past year we installed new curbing and street lights in Pettee Brook Parking lot, resurfaced approximately six miles of road which included Hoitt Drive, Woodridge Road, Oyster River Road, Denbow Road, Mill Road, Mast Road, Beard's Landing, Tirrell Place, Williams Way, Morgan Way, Edgewood Road and Park Court. Another project scheduled for completion in 1986 was the realignment of Page's Corner on Durham Point Road. It became apparent during our fill and grading operation that the relocation of utility poles would not be completed by the utility companies until the winter months. We plan to finish our grading and slope work with the paving and restoration of the old road to take place during 1987.
4. The fourth category, from Mid-November to December is our winter preparation for snow and ice control. This includes installing snow plows and screening of sand for winter abrasive application.

In 1986 the Town took delivery on a new dump truck with plowing equipment, a new road grader with plowing equipment and new sand spreaders.

Other functions of the Department include Dog Control, Refuse Collection, traffic control signs, centerline striping and sidewalk painting, maintenance of town street lighting system, operation of Durham Point disposal area, providing fuel facilities for the Police, Fire, School buses and ambulances, street drainage and other activities requested by the Board of Selectmen and town committees.

On behalf of the Public Works Department, I wish to thank the residents of the Town for their continued support and input to our programs and offer our assistance with any problems or concerns you may have.

PUBLIC WORKS DIRECTOR

## **PUBLIC WORKS ADVISORY COMMITTEE**

This long-established Committee serves in an advisory capacity to the Board of Selectmen and the Director of Public Works for annual operations of the Public Works Department, long-range goals, capital equipment planning and purchases as well as specific Public Works and allied issues.

During the 1986 year, the Committee performed its mandated functions in the following basic areas:

1. Ongoing review of the 1986 budget and work program for the highway operations of the Public Works Department.
2. Development of the 1987 budget and work program for the highway operations of the Public Works Department.
3. Capital equipment planning and purchases.
4. Ongoing discussions with the Public Works Director regarding long-range goals and specific Public Works issues and priorities.
5. Review of budgetary constraints and their impact on the operations and efficiency of the Public Works Department.
6. Review and analysis of various bid quotations as assigned by the Board of Selectmen.
7. Review and evaluation of the annual tree removal program.
8. Together with the Director of Public Works, the members of the Committee review the network of Town roads streets and sidewalks, including current projects.

The Committee is impressed with the management of the Public Works Department and the dedication and professionalism of its Director, staff and employees.

PUBLIC WORKS ADVISORY COMMITTEE

## WATER POLICY COMMITTEE

The Durham Water Policy Committee met several times to discuss a variety of issues; the main one being the presentation of the RWG Main Hurdman Study on Water Management. This report outlined alternatives for the future management of the Durham Water Department.

Presently water is purchased from the University of New Hampshire. With the construction of the well in Lee, it became apparent that with two suppliers of water the preceding arrangement was no longer straightforward. The Main Hurdman Study involved the evaluation of

- (1) Town ownership
- (2) University of New Hampshire ownership
- (3) Formation of a water district
- (4) Privatization

The consensus of the Study was that formation of a water district appeared to be the most appropriate solution for the Town. The Committee intends to pursue this further during the 1987 calendar year.

The construction of the Infrastructure with the Urban Development Action Grant, including the booster pump station, standpipe and well, was completed during the summer of 1986. The Board of Selectmen has met several times to arrive at a mutually satisfactory Agreement with the Selectmen of the Town of Lee to protect the interests of Lee residents abutting the well. The Agreement was signed in January of 1987.

Another 1986 project was the inspection of the interior of the three million gallon water storage tank on Foss Farm Road. It was done with the aid of the University of New Hampshire Sea Grant Program. A self-propelled underwater television camera was used to evaluate the condition of the interior which was recorded on video tape. The tank showed considerable corrosion around the area of the tank where the water level fluctuated widely, and in a few other isolated areas. The Committee is programming a three-year period to set aside money for the repainting of the tank in 1989.

New water services installed in 1986 were 47 by comparison with 29 installed in 1985.

Respectfully submitted,

DURHAM WATER POLICY COMMITTEE



1975 WATER TOWER CONSTRUCTION  
BOND ISSUE

Original Issue \$515,000.00, April 1, 1975.  
Payable in 20 Years.  
Interest 6.4% due April 1 and October 1.  
Annual principal payment \$30,000.00,  
due April 1, 1976, 1977,1978  
Annual principal payment \$25,000.00 due April 1, 1979  
Final payment April 1, 1995  
Principal and Interest paid by Water Dept. Revenues.

<u>YEAR</u>	<u>PRINCIPAL</u>	<u>INTEREST</u>	<u>TOTAL</u>
1975-----	\$-----	\$16,480.00-----	\$16,480.00
1976-----	30,000.00-----	32,000.00-----	62,000.00
1977-----	30,000.00-----	30,000.00-----	60,000.00
1978-----	30,000.00-----	28,160.00-----	58,160.00
1979-----	25,000.00-----	26,400.00-----	51,400.00
1980-----	25,000.00-----	24,800.00-----	49,800.00
1981-----	25,000.00-----	23,200.00-----	48,200.00
1982-----	25,000.00-----	21,600.00-----	46,600.00
1983-----	25,000.00-----	20,000.00-----	45,000.00
1984-----	25,000.00-----	18,400.00-----	43,400.00
1985-----	25,000.00-----	16,800.00-----	41,800.00--
1986-----	25,000.00-----	15,200.00-----	40,200.00--
1987	25,000.00	13,600.00	38,600.00
1988	25,000.00	12,000.00	37,000.00
1989	25,000.00	10,400.00	35,400.00
1990	25,000.00	8,800.00	33,800.00
1991	25,000.00	7,200.00	32,200.00
1992	25,000.00	5,600.00	30,600.00
1993	25,000.00	4,000.00	29,000.00
1994	25,000.00	2,400.00	27,400.00
1995	25,000.00	800.00	25,800.00
	\$515,000.00	\$337,920.00	\$852,920.00



NEW 600,000 GALLON WATER TANK UNDER CONSTRUCTION



## SEWER POLICY COMMITTEE

The Sewer Policy Committee met to review specific technical problems relative to sewer extensions and to hold public hearings concerning these sewer system extensions.

One of the hearings was for the extension of the sewer system on Woodside Road to accommodate a six-lot subdivision. This extension was approved by the Sewer Policy Committee and has been constructed by the developer.

A second public hearing was held for the extension of the sewer system for a development on Route 4 adjacent to the Wastewater Treatment Plant. This extension was approved with conditions by the Committee, and it is anticipated that construction will start in the spring or summer of 1987 by the developer.

With the joining of the sewer line from the Data General plant to the existing sewer line and the expectation of two additional buildings being served by the original sewer line, concern was expressed for the capacity of that line. The University of New Hampshire commissioned a study by Dufresne - Henry Inc. to evaluate the capacity of the sewer line along old Route 4. It was the determination of the consultant that the capacity of that line was satisfactory into the immediately foreseeable future.

The Wastewater Treatment Plant and compost facility continues to be operated in an efficient and effective manner.

SEWER POLICY COMMITTEE

### 1971 GREASE HANDLING FACILITIES PROJECT

SERIAL NOTE ISSUE

4%

Amount of Original Issue	\$83,000.00
Date of Original Issue	December 29, 1972
Principal Payable Date	December 1
Interest Payable Dates	June 1 and December 1
Payable at	Durham Trust Company

	<u>Principal</u>	<u>Interest</u>
1972-----	\$--5,533.33----	None-----Issued-&-Paid-Dec-29--
1973-----	5,533.33-----	2,840.46-{11-Months}
1974-----	5,533.34-----	2,877.33-
1975-----	5,533.33-----	2,656.00
1976-----	5,533.33-----	2,434.67
1977-----	5,533.34-----	2,213.33
1978-----	5,533.33-----	1,992.00
1979-----	5,533.33-----	1,770.67
1980-----	5,533.34-----	1,549.33
1981-----	5,533.33-----	1,328.00
1982-----	5,533.33-----	1,106.67
1983-----	5,533.34-----	885.33
1984-----	5,533.33-----	664.00
1985-----	5,533.33-----	442.67
1986-----	5,533.34-----	221.33

## LAMPREY REGIONAL SOLID WASTE COOPERATIVE

The Directors of the Lamprey Regional Solid Waste Cooperative are pleased to continue to report that the incinerator/energy recovery plant located on the University of New Hampshire campus is operating on a continuous twenty-four hour, seven days a week schedule.

The day-to-day operation is carried out under the supervision of the Cooperative's Administrator, under the general supervisory control of the three member Operations Committee from the Joint Board of Directors. The plant personnel, in addition to the Administrator, includes two mechanics, a truck driver, two daily shifts of 12 hours each involving 8 persons, plus daily clean-up crew and the secretary. This organization operates the incinerator system, maintains records and coordinates with the University's heating plant staff to monitor the boiler and steam production elements of the plant. The Cooperative organization also handles the collection of refuse from the transfer stations of five communities, and handles the ash removal and its transfer to landfill sites.

The continual decline in the price of fuel oil during the past two years was, of course, welcomed by home owners and business operators. However, the price drop significantly reduced the income of the cooperative for the sale of steam to the University, as the revenue from steam is controlled by the price of fuel oil.

The high volume of rain during the last year forced the Cooperative to divert considerable refuse, as the moist refuse burns much slower than when dry. We are experiencing an annual increase in refuse from the member communities- particularly those experiencing rapid growth. The Member communities are asked to examine methods of reducing their waste stream.

Two factors have created a large increase in the tipping fee to be charged during the upcoming year, one being the volume of refuse anticipated to be diverted at high costs because of the above referenced increase in tonnage received.

The major factor is the problem of disposal. As most are aware, the Cooperative has for the past year been disposing of ash in a rather bandaid approach, where a site in a Member community is approved for a short time and then in another Member community for a while. The Cooperative experienced two periods of shutdown when there was no approved site for ash disposal. Fortunately, the two periods of time were brief. During the past two years the Cooperative, with the assistance of its consulting engineer, the Soil Conservation Service, the Bureau of Solid Waste Management and the New Hampshire Water Supply and Pollution Control Commission, has examined a multitude of prospective sites in the Member communities for ash disposal. To date only two sites observed appear to meet the



preliminary criteria required by the regulatory agencies.

The Cooperative has purchased a site in Barrington and has taken an option on a site in Epping. The property in Barrington was purchased by the Cooperative for nearly One Hundred Thousand Dollars and will require a hydro-geologic study, design plan and site preparation - anticipated to cost in excess of Fifty Thousand dollars. It will require several months to complete these tasks.

At the time of this writing the Cooperative has been informed by representatives of the Bureau of Solid Waste Management that they feel they can approve a site at an existing landfill where the ash may be disposed of throughout the permit process.

The costs of refuse disposal appear to be escalating dramatically. However, the options are few and far between. Turnkey Landfill in Rochester has been extremely cooperative in accepting the overflow from the Lamprey and accepting our refuse during scheduled annual maintenance shutdowns, but they cannot accept additional waste or any ash at this time. Other alternative dumping sites available are in Bangor and Norridgewock, Maine. Obviously, transportation costs to these sites would be astronomical. From examining the alternatives, although costly, it appears that it is in the best interest of the Cooperative to own and operate its own ash disposal facility in order to continue the goals of refuse disposal for the thirteen communities while creating a salable by-product.

Joint Board of Directors  
Lamprey Regional Solid Waste Cooperative  
/s/ Rance G Collins. Chairman



## BUILDING INSPECTOR

Housing starts approached a record for Durham in 1986 with 58 new permits issued for single family houses as compared to 43 in 1985. This represents a 35% increase over the previous year. A major portion of this construction was concentrated in the 1st phase of the Canney Farm Subdivision.

With the Planning Board approving 124 new building lots in 1986, the outlook for housing starts should at least continue its current trend in 1987.

In order to maintain the quality of growth Durham residents have come to expect, I have presented the Planning Board with the 1984 BOCA Basic Building Code for adoption at Town Meeting. After a Public Hearing on January 14, 1987, the Board was unanimous in recommending this for adoption at Town Meeting in March.

I would like to offer my assistance to Durham residents with any questions on zoning or building regulations you may have.

BUILDING INSPECTOR



Scandinavians of Durham and surrounding towns meet in October to remember the date when Leif Ericson discovered North America. Parade led by grand marshal Donald Chapman and Nobel Peterson from Durham LaunderCenter to Young's Restaurant for breakfast celebration.



	<u>1985</u>	<u>1986</u>
<u>TOTAL PERMITS PROCESSED:</u>		
Total Permits Processed	131	179
Denied	3	7
Permits Withdrawn	4	2
Permits On-Hold	0	3
Net Permits Granted	124	167
<u>BREAKDOWN:</u>		
Residential Construction (Houses)	43	58
-Condominiums	1	2
-Additions, family rooms, porches, garages	62	69
-Apartments/Fraternities	0	4
Commercial Construction (new businesses, renovations to existing businesses)	6	18
Other Construction:		
-Signs	5	5
-Site Work	2	7
-Demolition	5	3
-Fences	0	1

TOTAL PERMITS VALUATION:

1985:     \$6,019,225.00  
           + 12,000,000.00 (Data General)  
                               
           \$18,019,225.00 (1985 total)

1986:     \$ 9,318,790.00

## HISTORIC DISTRICT COMMISSION

Two major issues concerning Durham's Historic District confronted the Commission in 1986.

First was the proposal of the State Highway Department to reconstruct a two-mile section of Route 108 from the Oyster River bridge to Bennett Road, widening the road to almost double its present width. The section from the bridge to Laurel Lane is within the Historic District and we were concerned about the loss of stone walls and trees, which are a significant part of this section of the Historic District.

Abutters along this two-mile section -- there are 27 families living between the bridge and Bennett Road -- were concerned about entering and leaving this new highway where high speed would be inevitable. Commission members and abutters rallied the support of other townspeople and at a public hearing January 7 before a special commission of the Governor's Executive Council, more than 200 people turned out to express their disapproval of the project. The special commission agreed with the Town's sentiment and the reconstruction project was disapproved.

The second major issue was the proposal of Jay Jenkins. David Novis and Paul Young to construct 32 housing units on the 3-1/2 acres of the Frost-Sawyer Homestead. The house was built by Valentine Smith in 1649 and is the oldest house in Durham, with a commanding view of the Oyster River, the bridge and the falls.

Two public hearings were held by the Commission, in addition to several informal meetings with Mr. Jenkins. Abutters on Old Landing Road and Schoolhouse Lane expressed objections to the proposal, as did other townspeople concerned about maintaining the integrity of the Historic District. The Commission told Mr. Jenkins that it could not approve such a large development, and urged him to reduce the number of units. He then brought in plans for 19 units and later reduced the number to 16. The Commission gave its approval to the 16 units with the provision that restoration of the Homestead be done before construction of any of the new units.

Emily Cook, an abutter, objected to the decision of the Historic District Commission and appealed to the Zoning Board of Adjustment. In its decision and findings dated December 8 1986, the Zoning Board of Adjustment found that the Historic District Commission acted "responsibly and laudably" in furtherance of the purpose and intent of the zoning ordinance which created the Historic District, but the the Historic District Commission "ought to have engaged professional help in arriving at this important decision." Thus the Zoning Board of Adjustment ruled for Mrs. Cook and recommended that the Historic District Commission reconsider its approval of the Jenkins application. In reconsidering the

application, the Zoning Board of Adjustment said the Historic District Commission should "engage one or more professional consultants in historic preservation disciplines, perhaps a landscape historian as well as an architectural historian, to study the buildings and site and make recommendations as to appropriate preservation measures..."

The Commission responded to the Zoning Board of Adjustment ruling by voting to reconsider its approval of the Jenkins application, obtained a list of architectural and landscape consultants, and at year's end prepared a letter to the list of consultants asking for costs and time frame in making such a study.

HISTORIC DISTRICT COMMISSION

## HEALTH OFFICER

With the appointment in August, 1986 of Dr. Richard Blakemore, the position of Town Health Officer was once again filled. Several valued conversations relating to the position between the present and previous officer, Dr. Lawrence Slanetz, were held prior to the death of the latter on October 29, 1986. With the passing of Dr. Slanetz, the Town was deprived of a tremendously knowledgeable resource and an individual highly instrumental in public health issues of the Town and State.

Since August, the Health Officer has been involved with routine inspections of food establishments and day care centers in the Town. Several nuisance complaints were heard and responded to. These included requests for advice or opinion regarding potential health hazards, including contaminated potable well water, a sickly and dying skunk in an area frequented by children, rats within and around domiciles and noxious standing water in basements.

Information regarding certification of immunization and malaria prevention for foreign travel was obtained and distributed.

Matters relating to septic tank and percolation test approval were delegated to, and the responsibility accepted by, the Town Building Inspector/Code Enforcement Officer, Mr. Thomas Perry.

Respectfully submitted,

Dr. Richard Blakemore  
Health Officer

## CONSERVATION COMMISSION

This was a year for reflection and re-evaluation of the plans and goals for the future by members of the Commission. One of our goals of establishing the use-management plan for part of the property controlled by the Commission was achieved this past year.

Through the leadership of Chris Sterndale and assistance of his fellow scouts of BS of A- Troop 154. and sponsored by the Community Church of Durham, trails were established on Town property at Durham Point. Chris' achievements included designing the trails, supervising the layout of the trails. and preparing signs illustrating the location of the trails on the property. This project formed the stepping stone for Chris to achieve the rank of Eagle Scout. The members of the Commission extend their appreciation and congratulations to Chris Sterndale.

The Commission spent most of the fall updating our Wetlands Ordinance. Starting in September, with advice and counsel from the Strafford County Regional Planning Commission and the Soil Conservation Service, we produced and support the revised Wetlands Ordinance proposal in this year's warrant.

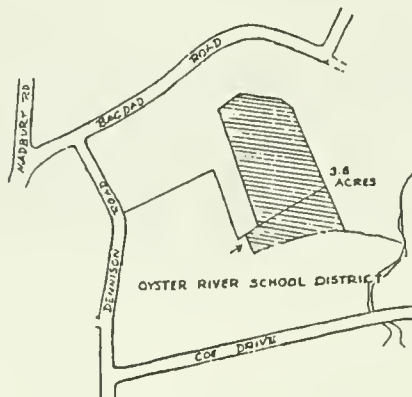
This year culminated in the gift of land to be known as the "Marion J. Stolworthy Wildlife Sanctuary," a gift by Howard Stolworthy, a longtime resident of Durham. Commission member John Hatch spent many hours with Howard Stolworthy to achieve this goal, and a memorial sign will be constructed on site in an appropriate area between the Oyster River Middle School and High School. The Commission is grateful for this gift and extends its appreciation to Howard Stolworthy.

Several dredge and fill applications were received and appropriately acted upon this year by the Commission.

"Outdoor Recreation" pamphlets are available at the Town Office.

### DURHAM CONSERVATION COMMISSION

#### THE MARION J. STOLWORTHY WILDLIFE SANCTUARY



Howard E. Stolworthy



## **PARKS AND RECREATION**

The Parks and Recreation Committee is involved with many projects throughout the year. Jackson's Landing Skating Rink is the one that takes us through the winter months. This outdoor facility provides the Town with recreational skating and a hockey facility for the Oyster River Youth Association.

The landings on the river provide great water access to Great Bay for boating, rowing and wind-surfing.

The father Lawless Playing Fields, located in the Woodridge Development, are the focal point of both adult and youth recreational activities, offering baseball, softball, soccer, tennis, and tot playing equipment. Basketball will be available in the Spring of 1987.

The Parks Department is a very important department which designs and maintains the Beautification Programs in the Downtown area as well as the maintenance of all Town parks and cemeteries.

We wish to thank all the volunteers who dedicate their time and energy to the Oyster River Youth Association. Their effort is one that all should be proud of in making the Association one of the best in the area.

The Parks and Recreation Committee would like to extend an invitation to all residents who have ideas or suggestions to help or improve our programs to attend any of the Committee's Meetings throughout the coming year.

PARKS AND RECREATION COMMITTEE

## **TREE WARDEN**

In 1986 numerous projects were completed by the Durham Tree Warden with the assistance of the Highway Department such as the removal of eighty dead trees.

The Residential Tree Planting Program was also completed with great success. This tree planting program is to enhance the street tree canopy on Town roads.

The Town of Durham received the Tree City U.S.A. Award for the 8th consecutive year. This award is given by the National Arbor Day Foundation to Communities who show outstanding tree programs.

I offer my assistance to any resident who may have questions regarding forestry practices or problems. I look forward with great anticipation to 1987.

TREE WARDEN

## LAMPREY HEALTH CARE

Lamprey Health Care (formerly the Newmarket regional Health Center) marks its sixteenth year of providing services during 1987. Lamprey Health Care operates two medical offices. one in Newmarket and one in Raymond. Both facilities provide general medical care, preventive health services, community outreach, social services and short term counseling with referral to mental health agencies. Services also offered by Lamprey Health Care include Senior Citizen Transportation and Information & Referral Services for Rockingham County.

The change of name from the Newmarket Regional Health Center to Lamprey Health Care was the result of a long and careful planning process. The word "Lamprey" was chosen because it brings a sense of history and indicates the wider geographic region we serve. "Health Care" was chosen because it best summarizes what we do and what we believe in.

Along with our new name, 1986 was a year of big changes for Lamprey Health Care. In January. the new Raymond facility opened on Route 27. The new 6,200 square foot facility allows Lamprey Health Care to provide more services in a spacious modern facility to the residents of the Raymond area. The Board and Staff of Lamprey Health Care are in the planning process for a new facility in Newmarket to replace the current one on Elm Street.

Paul Friedrichs, M.D., a Family Practitioner, joined the staff in June, as did John Mark Blowen, Family Nurse Practitioner. They join Edward Benoit, M.D. and Karen Brainard, M.D. - Family Practitioners, Cynthia Rasmussen, M.D. - Obstretician/Gynecologist-Sarah Oxnard, M.D. - Pediatrician, Michael Lewis. P A.-C., Barbara Janeway, A R.N.P., and Anne Fawcett, A R.N.P to the medical team for Lamprey Health Care. In June of 1987, Micki Kantrowitz M.D., Family Practitioner, will join the staff. The addition of physicians in recent years allows Lamprey Health Care to serve the growing population of this area effectively.

Under the direction of Dr. Rasmussen, Lamprey Health Care offers a prenatal program which includes prenatal, delivery. and postpartum care. Other components of the program include nutritional counseling, prenatal classes and social service referral.

Lamprey Health Care continues to operate the Senior Citizen Transportation Program. In December of 1986, Lamprey Health Care purchased two new 18+ passenger busses to replace two busses with many miles and high maintenance costs. These two new busses were purchased in cooperation with COAST (the Cooperative Alliance for Seacoast Transportation) and are a welcome addition to our fleet of busses. Three of the five busses are equipped with hydraulic lifts to provide services to the handicapped. The transportation service

enables senior citizens to remain independent. self-sufficient and active by providing the means to needed services. including medical, food shopping and recreational trips. For further information. call 659-2424 or toll-free 1-8000-582-7279.

In early 1987. a new medical information program will be available. Tel-Med is a taped library of "non-diagnostic" health information designed to provide basic facts about certain diseases, conditions or health issues. The library will contain 200 taped messages which can be accessed 24 hours/day. 7 days/week by residents with touch tone phones and Monday-Friday from 8am-4pm by residents with rotary dial. The numbers to call to reach Tel-Med are 433-3232 and 433-3242, and 659-7514 and 659-7516. The Tel-Med Program is funded by the Foundation for Seacoast Health of Portsmouth. For more information about Tel-Med, call 659-3106.

Lamprey Health Care wishes to express its deepest appreciation for the support of the Town of Durham.

Respectfully submitted,

Ann H Peters, Executive Director



When Leon Hitchcock (center) celebrated his 100th birthday in June, it was an occasion for friends and neighbors to bring him gifts. Left to right, Amanda Hoitt, Ed Dickerman, Phil Wilcox, Becky Hepler and Doris Batchelder.



## **SQUAMSCOTT HOME HEALTH, INC.**

SQUAMSCOTT HOME HEALTH, INC. is a Medicare certified, fully licensed, voluntary home health agency that has been providing home health and clinic services in the Dover, Durham, Lee, Madbury and Newmarket area since 1909.

Home health care is a variety of services assisting people to preserve their quality of life. Nurses, aides, homemakers, and therapists enable individuals to remain in a home environment while receiving rehabilitative support and education necessary for well-being. The unique one-on-one care fosters special relationships between patients, their families and the care giver. These relationships may provide the emotional support frequently missing in a non-home setting.

Under certain circumstances care may be paid for by Medicare, Medicaid or other health insurances. Costs not covered by insurance are billed to the patient with the request that affordable payments be made as able. Supplemental funding from sources such as city and town appropriations, United Way, memorial contributions and private donations are used in order that medically necessary care may be provided regardless of the patient's ability to pay.

In addition to home health care, clinics providing health promotion screening, education and immunizations are conducted for both infants and children and the adult population of all cities and towns. These services are provided without charge.

Detailed information about any and all services provided by Squamscott Home Health can be obtained by calling the main office in Dover - 742-7921. The main office is located at 89 Old Rochester Road in Dover with an outreach office staffed on an intermittent basis at 3 Madbury Road in Durham.

Nancy R Boyle, RN  
Executive Director



## REPORT ON THE DURHAM SWANS

Durham has had a pair of resident free-flying swans and appointed swan keepers for more than two decades. Alfred and Agatha, our current pair, return on a schedule of their own devising from winter quarters along the salt-water coast. to their nest area on the Durham Mill Pond. The regularity with which the Swans return in time for Town Meeting, even though the date varies from year to year is fortuitous. They cannot know how often Town Meeting begins with the happy announcement, "The swans are back in town," or the number of telephone calls that have heralded their progress along Great Bay and the estuary.

Return to Durham in 1986 seemed in progress on February 8 when Muriel Bourque fed both swans at Cedar Point and reported her delight. Esther-Mae Forrest took much of February 13 to walk along State Route 108 from the Mormon church to the Oyster River, trying to get close enough to the swans to feed them. On March 5 she crawled across the ice cakes at Jackson's Landing to give them a good feed to keep them warm during a predicted hard freeze. The Transcript for March 11 had a headline "Swans Here, for a While" datelined Durham. The news was timely, for Muriel Jackson telephoned to report both swans visible through her picture window, swimming at Jackson's Landing, by 10:15 A.M. in good time for the day's Town Meeting.

By April 10 Agatha seemed fixed on the annually refurbished nest, ready for eggs. The swans protect the nest against all intruders. Alfred flew at a canoe-load of intruders on the pond. Viewers in Church Hill Apartments saw the occupants dodge the airborne swan so vigorously that the craft was upset and they got a dunking in the cold water.

The year 1986 produced no cygnets. Inspection of the deserted nest on May 31st revealed no evidence of eggs.

Both swans were still on the pond in early October but were fed on October 20th in Portsmouth/Newcastle by Esther-Mae Forrest. By mid-November the swans were "on the prowl" for a different wintering site. Esther-Mae Forrest prowled too and found them on Sagemore Creek near the B&J Restaurant where getting to them to offer food was more awkward than usual.

Durham again anticipates the arrival of the harbingers of spring on the Mill Pond in time for Town Meeting.

Lorus J. Milne and Margery Milne

Keepers of the Durham Swans  
by annual reappointment  
from the Board of Selectmen

## DURHAM AMBULANCE CORPS

The Durham Ambulance Corps- founded in 1968 in memory of Dr. George C. McGregor, provides emergency medical and ambulance services to the communities of Durham, Lee- Madbury, and to the University of New Hampshire Durham campus. These emergency services are provided free of charge to residents of these communities and to their guests.

Corps members are volunteers, who donate their time to provide professional emergency medical care and to standby in cases of possible emergency. During 1986, the Corps responded to 611 emergencies. Our members also volunteer their services to tend to the administrative, clerical and maintenance duties that are necessary for day-to-day operations. Those duties include the attendance of numerous district and regional meetings, communication center meetings, area trauma critiques- etc., in addition to our own business and training meetings.

The Corps continued work on the station this year by installing suspended ceilings in the kitchen and meeting room, and by painting the bathroom. The station is rapidly becoming a functional working, meeting and training facility.

During the summer, the Corps began finalizing specifications for a new ambulance to replace our aging 1980 Ford ambulance. The projected cost of the vehicle will be approximately \$55,000. This amount will be assessed proportionally among the three towns and the University, and will be submitted for approval at the March 1987 Town Meeting. This purchase will enable us to continue to provide safe emergency care and transport to the community.

During 1986, the Corps- in cooperation with the State EMS and Wentworth-Douglass Hospital, finalized the preparations for a pre-hospital Defibrillation program for selected EMT's and paramedics. We will be able to offer this definitive treatment to cardiac arrest patients in early February 1987. The Corps is currently made up of 5 paramedics, one EMT-Intermediate, 23 EMT's and 4 advanced first-aid attendants.

The Corps is dispatched by the Durham-UNH Communications Center, which is staffed 24 hours a day. For emergencies in Durham and Madbury call 862-1212 (1212 from a UNH phone). and 868-2400 from Lee. The dispatcher will need to know:

- a) Your name
- b) The address of the emergency
- c) The phone number from which you are calling
- d) What the medical problem is; if you are unsure, the dispatcher will need to know whether the patient is conscious, breathing, has a pulse, or is bleeding.
- e) Directions to the scene of the emergency.

For business with the Corps, please call 862-3674. You may reach our answering machine instead of a member. However, the machine is checked daily by an officer of the Corps.

As always, the Corps could not function efficiently if not for the assistance of other various police, fire and emergency service agencies and the Communications Center. The Corps would especially like to thank Mr. Yeaton and the Oyster River High School shop class for their assistance in manufacturing several new backboards, thus saving the Corps a substantial expense.

During 1987 the Corps has two new endeavors:

a) to send a request for a donation to every patient, except for those who are normally billed or covered by medicare. This type of statement has proved acceptable to many insurance companies. It is, we emphasize, a voluntary donation. Any money generated will reduce the amount we request from town tax revenues.

b) to send out a survey questionnaire to 3000 randomly selected residents of Durham, Lee and Madbury. This survey will describe the current emergency medical care system and possible alternatives; point out the positives and negatives of each, and explain the expenses of each. This will be an opportunity for those residents to potentially affect the future of the pre-hospital medical system in this community. This survey is essential in order for the local government and the Corps to make realistic plans and goals for the future.

As always, we encourage all citizens to complete a CPR (Cardio-Pulmonary Resuscitation) course as given by the American Heart Association or the American Red Cross. Bystander CPR really does save lives; you are a crucial link in the treatment of cardiac arrest. Several members of the DAC are CPR instructors; call us or the American Red Cross to set up a course. If you are already qualified in CPR, we can offer the use of practice manikins to help you keep up your skills. Please learn CPR -- help your friends and neighbors, and help us to better serve the community.

Respectfully submitted,

Patrick D. Ahearn, President  
Scott C. Ellis, Operations VP  
Loretta B. Chase, Administrative VP  
Claire Curtis, Training Coordinator  
Laura Walterreit, Secretary  
Lorelei Gilman, Treasurer



## DURHAM PUBLIC LIBRARY

Throughout the year in the children's Room there were story times for both toddlers and pre-school children and films for pre-school and school children. Craft programs were presented during school vacations weeks and in the summer. A pass for the Children's Museum of Portsmouth was also available throughout the year. The librarians conducted tours of the library for many visiting groups both in the spring and in the fall, as well as many special story times for day care centers.

A Winter Story Festival for pre-schoolers and day-cares was held in December. This year it featured students from the UNH Children's Theater Department. The Haunted House was again very successful, and enlisted the aid of parents and University students.

The Summer program was one of the most successful in a long time, with over 50 children registered. The children made decorations to help transform the room into the "Kingdom under the Sea." In addition to crafts, there were films, storytimes, talks by the UNH Marine Docents, and a special storytime with guest storytellers from Portsmouth Public Library.

Diane Taylor returned from maternity leave in May, for a month, in which time the summer program was planned and presented to all K-5 grades in the two elementary schools. In August, Carol Lincoln replaced Diane as Children's/Community Service Librarian. She previously served as the Newmarket Public Librarian and the Library Director of McIntosh College.

Several programs have been instituted to meet the needs of a wider segment of the community. These include an outreach program for Senior Citizens. Books are circulated once a month at Bagdad Wood and Church Hill Apartments. In addition, a Community Calendar is maintained in the browse room.

The librarians continued to meet regularly with the Oyster River Librarians, and with the cooperation of the elementary school librarians, those libraries' copies of the Reading Rainbow books were again borrowed for the summer. The librarians also attended meetings of the CHILIS division of NHLA; at the spring meeting Karen was appointed Secretary. Karen continues to participate in the Story Sharing group in Portsmouth; she worked up a program of sea stories with the Portsmouth children's librarians which was presented at the Newington Mall in March and in Durham in July. Karen also did a storytime at the Fox Run Mall in April. The librarians services were again auctioned off on Channel 11's fund raiser, and purchased by Northwood Library, where they did a storytime in November. In October, Carol spoke to two groups -the Silver Squares and the residents of Bagdad Wood, to discuss the outreach program.



	<u>1985</u>	<u>1986</u>
Volumes in University Library	881.056	900.269
Number of Periodicals	6,289	6,379

DURHAM PUBLIC LIBRARY:

Children's books added*	330	351
Adult books added	860	557
Discards	<u>- 142</u>	<u>- 155</u>
	21,754	22,507

Circulation

Children's Books	21.869	20,089
Youth Books	<u>3,235</u>	<u>2,859</u>
	25,104	22,948

Registration

Adults (Resident)	842	825
ORSD	<u>573</u>	<u>529</u>
	1,415	1,354

\*Youth Books are now included in Children's Books.

Respectfully submitted,

CHILDREN'S/COMMUNITY  
SERVICE LIBRARIANS



Photographs are two scenes from "KINGDOM UNDER THE SEA"

# TAX COLLECTOR

## Fiscal Year Ended December 31, 1986

-DR.-

	-----Levies Of:-----		
	1986	1985	1984
<u>Uncollected Taxes - As of January 1, 1986:</u>			
Property Taxes	\$ 0	\$2,265,370.07	\$ 0
Resident Taxes	0	8,060.00	350.00
Land Use Change Taxes	0	1,939.60	0
<u>Taxes Committed to Collector:</u>			
Property Taxes	5,296,103.23	0	0
Resident Taxes	36,070.00	0	0
National Bank Stock Taxes	45.90	0	0
Land Use Change Taxes	222,466.00	0	0
Yield Taxes	730.68	0	0
<u>Added Taxes:</u>			
Property Taxes	7,987.61	27,834.04	0
Resident Taxes	1,110.00	290.00	0
<u>Overpayments:</u>			
Property Taxes	3,685.81	4.10	0
Resident Taxes	170.00	50.00	0
Land Use Change Taxes	354.34	0	0
Yield Taxes	.11	0	0
<u>Interest Collected on Delinquent Taxes</u>	2,007.00	27,224.81	0
<u>Penalties Collected on Delinquent Taxes</u>	262.00	447.00	5.00
<b>TOTAL DEBITS</b>	<b>\$5,570,992.68</b>	<b>\$2,331,219.62</b>	<b>\$355.00</b>

-CR.-

<u>Remittances to Treasurer During Fiscal Year:</u>			
Property Taxes	\$4,704,210.95	\$2,280,613.58	\$ 0
Resident Taxes	27,490.00	4,210.00	50.00
National Bank Stock Taxes	45.90	0	0
Land Use Change Taxes	197,830.34	1,939.60	0
Yield Taxes	730.79	0	0
Interest Collected on Delinquent Taxes	2,007.00	27,224.81	0
Penalties Collected on Delinquent Taxes	262.00	447.00	5.00
<u>Abatements Made During Year:</u>			
Property Taxes	8,291.55	12,594.63	0
Resident Taxes	1,080.00	4,080.00	300.00
Land Use Change Taxes	24,990.00	0	0
<u>Uncollected Taxes - As of December 31, 1986:</u>			
Property Taxes	595,274.15	0	0
Resident Taxes	8,780.00	110.00	0
<b>TOTAL CREDITS</b>	<b>\$5,570,992.68</b>	<b>\$2,331,219.62</b>	<b>\$355.00</b>

# SUMMARY OF TAX SALE ACCOUNTS

## Fiscal Year Ended December 31, 1986

-DR.-

-----Tax Sales on Account of Levies of:-----

	1985	1984	1983
Balance of Unredeemed Taxes As of January 1, 1986	\$ 0	\$82,094.64	\$18,607.31
Taxes Sold to Town During Year	37,683.02	0	0
Interest Collected After Sale	249.15	12,688.56	7,696.32
Redemption Costs	51.20	752.40	372.00
TOTAL DEBITS	\$37,983.37	\$95,535.60	\$26,675.63

-CR.-

Remittances to Treasurer During Year:

Redemptions	\$ 8,065.52	\$71,712.19	\$18,607.31
Interest & Costs After Sale	300.35	13,440.96	8,068.32
Abateements Made During Year	0	0	0
Deeded to Town During Year	0	0	0
Unredeemed Taxes, December 31, 1986	29,617.50	10,382.45	0
TOTAL CREDITS	\$37,983.37	\$95,535.60	\$26,675.63

## TOWN CLERK

Motor Vehicle Permit Fees	\$299,343.00
Title Application Fees	1,320.00
Marriage License Fees	880.00
Vital Statistics Copies	300.00
U.C.C. Recording Fees	874.00
U.C.C. Termination Fees	264.00
Dog License Fees	2,177.00
Miscellaneous	88.70
	<u>\$305,246.70</u>

Cars Registered - 5,054  
Dogs Registered - 501

## **1986 TOWN MEETING MINUTES**

The meeting was called to order at 8 a.m. on Tuesday, March 11, 1986, at the Oyster River High School Cafeteria by Moderator Joseph E. Michael, Jr., who read Articles 1 through 4. It was moved by Owen Durgin, seconded, that the polls be opened and remain open until 7 p.m. and that action on Articles 5 through 19 be postponed until 7 p.m. on Wednesday, March 12, 1986, at the Oyster River High School Gymnasium. Motion carried.

The Moderator announced that a protest petition had been received concerning Article 3, and he would announce the results of the petition on Wednesday night. Mr. Michael read the rest of the warrant.

### Article 1. (Town Officers)

Selectman (To Choose One)	Shirley A. Thompson	539
Trustee of the Trust Funds (To Choose One)	Herbert W. Jackson	629
Moderator (To Choose One)	Ronald B. Willoughby	563
Supervisor of the Checklist (To Choose One)	Elisabeth Vail Maurice	605
Budget Committee (3-Year Term) (To Choose Four)	David J. Delage	502
Budget Committee (2-Year Term) (To Choose Two)	Martha R. Smith	549

Article 2. (Charter Commission)	Yes 503	No 131
---------------------------------	---------	--------

For Charter Commission Members (To Choose Six)	James C. Chamberlin	366
	Robert J. Doty	271
	Margaret J. Faulk	334
	Rebecca B. W. Frost	442
	Maryanna Hatch	570
	Edward W. McNitt	280
	David L. Roy	213
	Alden L. Winn	411
	Eric Young	222

<u>Article 3. (Zoning)</u>	Yes 466	No 302
----------------------------	---------	--------

<u>Article 4. (Zoning)</u>	Yes 568	No 169
----------------------------	---------	--------

Total ballots cast: 770

Balloting was suspended at 7 p.m. and the meeting was recessed.

The meeting reconvened at 7 p.m. on Wednesday, March 12, 1986, at the Oyster River High School Gymnasium and was called to order by Moderator Michael. Mr. Michael announced that the meeting would close at 11 p.m. and if we have not completed our



business, the meeting will reconvene at 7 p.m. on Thursday, March 13, 1986, at 7 p.m. at the Oyster River High School Gymnasium.

The Moderator made the following announcements: (1) The Durham Historic Association is selling the book The History of Durham 1900-1985 in the lobby; (2) Governor John Sununu has proclaimed March 21, 1986, as New Hampshire Statue of Liberty Day. There will be a ball that evening at the Elks Hall in Dover, and tickets are available from Donald Bassett.

The Moderator read the results of the voting on Tuesday and thanked everyone for helping to count the ballots. Regarding Article 3, Mr. Michael said that a protest petition had been received, and notice of the petition was posted at the polls as required by law. The Selectmen have determined that the petition had failed to get the required number of signatures. The people signing the petition totalled 14.93% of the necessary names. Therefore a 2/3 vote is not required to adopt the article. The vote was Yes 466, No 302, and the Moderator declared Article 3 adopted.

Mr. Michael introduced three gentlemen visiting from Sweden who were observing our town meeting. Mr. Michael also introduced Public Works Director David Walker, Fire Chief Robert Wood, Business Manager Hunter Rieseberg, and Police Chief Paul Gowen.

Anne Goodman, Chairman of the Board of Selectmen, read the State of the Town Address. Mrs. Goodman said that 1985 had been a year of changes and problems. George Crombie resigned as Public Works Director and was replaced by David Walker as of January 1, 1986. Deane Sweet resigned as Business Manager in October, and Hunter Rieseberg was hired to replace him as of March 3, 1986.

Mrs. Goodman reported that the Town's books were unable to be audited for the year 1984 for several reasons. The conversion from a manual accounting system to a computerized system resulted in many unanticipated problems. No manual, or backup, system was maintained, so the accuracy of the computer could not be monitored. Because of poor supervision and a bookkeeper who did not possess the needed skills, the records were not transferred correctly, and there was no backup on many accounts. These problems continued into 1985. The new bookkeeper has been working on the necessary reconstruction of the books and setting up daily accounting procedures.

However, substantial work remains to be done to reconstruct the 1984 books. The Selectmen are requesting funds in this year's budget for that purpose. An interim financial manager was hired in October of 1985 to oversee the status of town accounts, and the staff continues to work to reconcile the Town books so that the audits can be completed. Because we did not have a 1984 audit, neither a surplus nor a deficit was used in setting the tax rate in November of 1985. The Town has been in touch with the Department of Revenue Administration concerning these matters.

The accounting problems were compounded by the computer being down a good part of the summer and fall. We were in touch with the computer service in an attempt to correct these problems. Problems in the property tax files and the water and sewer files impeded the issuance of the bills in these departments. Priority was given to the property tax bills, and the water and sewer bills for the second billing of 1985 will be sent out in 1986.

Mrs. Goodman said she met with the president of the Computer Center and the following criteria were established: (1) The Computer Center will review the software programs in use by the Town and determine if they are functioning properly. Any program errors found in this review will be corrected by the Computer Center at no cost to the Town; (2) The Computer Center will meet with Town Office personnel to determine

if the present software and hardware meet our needs. The Center will prepare a proposal outlining program changes, equipment changes, and associated costs to revise the system we purchased to meet our current needs. This will be a high priority of the Business Manager and the Board of Selectmen

Mrs. Goodman said the past year has been a difficult one. The Town Office has grown from a small office to a large professional office with constant activity in all departments. Strong leadership is needed in order to conduct the daily business of the Town. Mrs. Goodman thanked the office staff on behalf of the Board of Selectmen for its cooperation during this difficult year.

Mrs. Goodman reported that despite these problems, there are many things we can be proud of. The new well in Lee will go on line this summer; the Data General building is in the construction phase; Mill Road should be finished this summer; the Father Lawless Field is a recreational area used by many; the Downtown Beautification program makes our Town a pleasure to drive through in the summer; and Durham has again been chosen to receive the Tree City Award. Mrs. Goodman closed by saying that Durham remains a vital, healthy community.

As Mr. Michael was retiring as Moderator, Mrs. Goodman read a proclamation in his honor and presented him with a gavel inscribed with his name and dates of service as Town Moderator. The meeting gave Joe a standing round of applause.

Selectmen Patricia Fisk congratulated those elected to serve the Town in the coming year and thanked Anne Goodman for her service as a Selectman, giving Anne a gift and a bouquet of roses.

John Harrison rose to say that the State of the Town Address gave no mention of the estimated tax rate. Budget Committee member Edward McNitt said the estimated Town share of the tax rate was \$15.57/\$1,000 assessment. That was down from \$16.77 for 1985 and represented a 6% decrease in the rate.

Article 5. It was moved by Owen Durgin, seconded, that the Town raise and appropriate the sum of Ninety-Six Thousand, Five Hundred Eighty-Five Dollars (\$96,585) for the purpose of funding capital equipment for the Dispatch Center during the calendar year 1986. Such sum to be raised through the issuance of bonds or notes under and in compliance with the Municipal Finance Act (N.H. RSA 33:1 et seq., as amended) and to authorize the Selectmen to issue and negotiate such bonds or notes and to determine the rates of interest thereon, and to take such other actions as may be necessary to effect the issuance, negotiation, sale and delivery of such bonds or notes as shall be in the best interests of the Town of Durham.

It was moved by Owen Durgin, seconded, to amend Article 5 by changing the sum of \$96,585 to \$95,485. Mr. Durgin said this was a reduction of \$1,100, which was in the original request to include the purchase of an automatic telephone dialer. The vote was taken on the amendment, and it was adopted.

Mr. Durgin then explained that to borrow this money on a five-year note the interest rate would be 6½%. This is too small a sum to bond. If we borrow for five years, the University of New Hampshire will pay 2/3 of the cost plus the cost of the borrowing. The Town expense for the first year would be \$8,300, going down to \$6,700 the fifth year. The University's cost would be \$16,800 for the first year, and it would go down to \$14,000 in the last year.

Margaret Faulk, Chairman of the Budget Committee, said the Committee had studied this

question in detail and had asked for a great deal more information concerning the equipment. Ms. Faulk said this amount of money is only a portion of the money needed to begin the move of the Dispatch Center, and this is setting up a new department and circumventing the political process. The equipment was not adequate for the needs of the Center. There has been no written agreement between the Town and the University yet.

Budget Committee member David Delage said what was needed for equipment that was presented to the Budget Committee was not well thought out. We don't know what we should be getting because the information has varied from presentation to presentation. The equipment is 15 years old and is difficult to repair, but the specifications for the new equipment are not adequate for us to know exactly what we would be getting.

Donald Masi asked if the Board of Selectmen feels it is proper to proceed with the equipment purchase if there is no written agreement between the Town and the University. Mr. Durgin said that a year or so ago it became obvious that the Dispatch Center was no longer an adjunct to the Fire Department. The Town-University Advisory Committee agreed to allow the Public Safety Director to be in charge of the Dispatch Center for an interim period (a year or two). Eventually the Town will have to approve the agreement between the Town and the University. Mr. Durgin said sometimes we lose sight of the necessity of such an operation that is so important to the security of the Town and the University, and meanwhile, we should move ahead.

William Hall said he supports the security system and the automatic telephone dialer because it is important to everyone's well being. He feels the Selectmen should make sure that the Police and Fire Departments have the type of Dispatch Center that is necessary for them to do their jobs. Hans Heilbronner asked if the Town Meeting could approve the money but hold off on the expenditure of the funds until the Selectmen are convinced that the proper equipment will be purchased. Mr. Durgin said he would not oppose the formation of a committee consisting of Selectmen, Budget Committee members and U.N.H. people to work together on the equipment purchase, but it would be an ad hoc organization. Ms. Faulk said the Budget Committee would be agreeable to such a committee.

Budget Committee member Donald Sumner said he would not be happy for two or three members of the Budget Committee to act on behalf of the whole Committee. Ms. Faulk said the Budget Committee does work on a subcommittee level. She said Mr. Sumner serves on the Fire Department subcommittee, and she would be pleased to appoint Mr. Sumner to the Dispatch Center subcommittee.

Robert McCarthy asked if an engineering study had been done in regard to the needs of the Dispatch Center, or was there money for a study in these requested funds. Selectman Norman Stiles said the Town staff people were involved in the recommendation for these funds. Mr. Stiles said one of the responsibilities of government is the safety of the people. He feels we should distinguish between what we are voting on tonight and what is a management decision. Some of the things being suggested are the responsibility of the Board of Selectmen and the people at the University.

Mr. Stiles spoke on behalf of the Board of Selectmen and said the Board fully supports the purchase and installation of the requested capital equipment in its entirety. We have experienced equipment failures in the past and are now faced with replacing our aging consoles before we have a major equipment failure. Costs are escalating, and we have seen two price increases in the last year already. Mr. Stiles said the issue of quotation accuracy has been raised. The staff has reviewed the RFP's used by Concord, Nashua and Dover Police Departments and feels the quotation is reasonably



accurate, given the nature of the bidding process. As far as the question of buying "brand names" or purchasing custom-designed equipment, Mr. Stiles said that in two of the RFP's reviewed by the staff the direction originally had been toward custom-designed equipment, but both municipalities decided to purchase Motorola equipment in the end.

Mr. Stiles said if the Town considered having its own dispatch center, we would lose all the advantages that our joint emergency services have presently in such areas as simultaneous tone out procedures, etc. Due to the scheduled relocation of the center this year, the Board feels that now is the most logical time to replace any equipment within the center. Mr. Stiles urged the Town Meeting to support the continuance of this cost-effective and efficient method of dispatching.

After further discussion and questions, the meeting gave permission to non-voter Grace Fuller, Communications Coordinator for the Dispatch Center, to speak. Mrs. Fuller said the Saks-Freeman report was the basis for the request for equipment as presented by the Center. The console currently in use is about 12 years old. The console was only expected to last 10 years. The only way to get repairs made to the console is to find parts from other consoles, as they are no longer being manufactured. Mrs. Fuller said she has been working with David Flanders, UNH Public Safety Director, in preparing the equipment requests. She said some of the numbers in the technical area may be off because they did not sit down with engineers until the money was available.

There being no further discussion, the polls opened at 8:48 p.m. and remained open until 10:48 p.m. The results of the voting were: 301 ballots cast, Yes 161, No 140. The Moderator declared the article was lost for lack of a 2/3 vote.

Article 6. It was moved by Mary Campbell, seconded, that the Town raise and appropriate the sum of Thirty Thousand Dollars (\$30,000) for Capital Reserve to be used for the purpose of a Town-wide re-evaluation of all assessable properties during calendar years 1987 and 1988. Irene Fleming asked if the Selectmen know how much the re-evaluation would cost in total. Ms. Faulk said the figure of approximately \$60,000 was given to the Budget Committee. After some discussion it was decided that the Committee would approve \$30,000 this year to give the Selectmen time to get estimates on the cost. After further discussion, the article was adopted.

Article 7. It was moved by Norman Stiles, seconded, that the Town authorize the Selectmen to enter into a lease/purchase agreement for a Grader, the period for such lease/purchase agreement not to exceed five years. Said agreement will include a buy-out clause and a guarantee to the Town of Durham of ownership of the equipment at the end of the lease agreement. The first year payment and subsequent annual payments shall not exceed Twenty-Three Thousand Dollars (\$23,000). Mr. Stiles explained that the equipment costs about \$152,000. With our trade-in, the cost would be \$95,000. We would save about \$1,000 a year with the lease/purchase agreement. The motion was passed.

Article 8. It was moved by Owen Durgin, seconded, that the Town authorize the Selectmen to borrow Nine Thousand Dollars (\$9,000) for the purchase of a copier (this Article to regularize action taken in the fall of 1985). It was moved by Owen Durgin, seconded, that a substitute motion be considered as follows: That the Town authorize the expenditure of \$3,653 toward the purchase of a copier.

Margaret Faulk explained that the substitute motion was submitted at the request of the Budget Committee. The request for \$9,000 for the purchase of a copier would be retroactive financing, as the copier had been purchased in the fall of 1985. The \$3,653 is in the budget under long-term debt. Ms. Faulk said that last year the Town had appropriated money for the rental and maintenance of a copier but not for its



purchase. The Selectmen had purchased a copy machine in the fall of 1985 and borrowed \$9,000 on a three-year note. As this purchase and borrowing was not authorized by the Town Meeting, it could be a matter of personal liability of the Selectmen. Ms. Faulk said the Budget Committee did not feel the Town would want this to happen, and it sought the advice of the New Hampshire Department of Revenue Administration. DRA suggested that the Town budget \$3,653 this year to cover the payment, as the bank must be paid. This money would take care of the second year, and the Town can budget another payment under long-term debt next year. The vote was taken, and the substitute motion was passed.

Article 9. It was moved by Anne Goodman, seconded, that the Town authorize the Selectmen to receive and deposit in the Federal Revenue Sharing Fund, Federal Revenues allocated to the Town by the Federal Government under provisions of the 1972 Acts of Congress, as amended, establishing the State and Local Assistance Act, and to authorize withdrawal from this fund or budgeted appropriations the approximate amount of \$94,939.00 for the items listed in the article in the Town Report.

It was moved by Margaret Faulk, seconded, that the article be amended as follows: Reduce Town Beautification to \$7,600, reduce the Library to \$28,435, and increase Public Works Salaries to \$13,830, for the same total of \$94,939.00. Ms Faulk explained that these figures put the items listed in the article at the same amounts that the Budget Committee recommended in the Budget. The category of Public Works Salaries is used as an expedient way to allow changes in figures from one item in the article to another.

David Delage asked why there was a balance in the Revenue Sharing Account as shown on Page 17. He thought you had to spend the money within one year. Mrs. Goodman said the money must be spent within two years. There being no further discussion, the article was adopted.

Article 10. It was moved by Patricia Fisk, seconded, that the Town raise and appropriate the sum of Four Hundred Forty-Three Thousand, Eight Hundred and Eighty-Eight Dollars (\$443,888) to defray its share of the cost of Strafford County Government. The motion was passed.

Article 11. It was moved by Margaret Faulk, seconded, that the Town adopt the budget for the period January 1, 1986, to December 31, 1986, as submitted by the Budget Committee in the amount of Three Million, Seven Hundred Sixty-Six Thousand, Five Hundred Seventy-Three Dollars and Thirty-Three Cents (\$3,766,573.33), and to raise by taxes the sum of One Million, Four Hundred Fifty-Five Thousand, Eight Hundred Sixty-Seven Dollars and Seventy-Seven Cents (\$1,455,867.77) for the purposes thereof.

Ms. Faulk said the role of the Budget Committee is to carefully examine the budget and when errors or irregularities are found to call them to the attention of the Board of Selectmen. This year the Committee has been forced into an adversarial position. The Budget Committee hired an attorney, who told the members exactly what their role was. Questions have arisen as to irregularities and illegalities that have occurred. At this point the irregularities are not sufficient to request that the Board of Selectmen be removed, and the Budget Committee will not take legal action, although the evidence is sufficient for this. The Committee has advised the Selectmen of their concern with several issues. The Committee only asks that there be no reoccurrence of these past actions on the part of the Board of Selectmen. The Committee wants to see that the management of the Town is carried out in a professional manner.

It was moved by Bruce Bragdon, seconded, to increase the budget in the amount of \$30,624 to provide for a Building Inspector as stated on Page W-20 of the Town Report.





was in the last couple of years' budgets, the University had offered to phase in the increases. Mr. Sumner said he had been in favor of this, but majority of the members of the Budget Committee felt that this was something the Town honestly owed, and we should "bite the bullet" and pay the full amount. Mr. Sumner said his motion would allow the Town to accept the University's offer of phasing in the increase.

Ms. Faulk said the Budget Committee voted to pay the whole amount because we have been paying 1/9 of this item, rather than the 1/3 that we owed. The Budget Committee appreciated the University's offer but felt it was in the best interest of the Town to pay our full share. Fire Chief Wood had said he could better handle his funds if the whole amount were put in the budget this year. The vote was taken on Mr. Sumner's motion, and it was defeated.

It was moved by Patricia Fisk, seconded, that the budget for the Dispatch Center (Account #345) be increased by \$10,000. Mrs. Fisk said the Equipment and Maintenance part of the Dispatch Center budget would have to be increased. Since the new equipment was not approved at last night's session of Town Meeting, the old equipment will have to be moved into the new Dispatch Center quarters, and the \$10,000 is the Town's 1/3 share of the cost of the move. Ms. Faulk spoke in favor of the motion, as the old equipment would have to be moved.

William Hall said this would be a waste of \$10,000 as the old equipment is not reliable now, and moving it could harm it further. It would be better to purchase new equipment. Frank Heald spoke in support of the Dispatch Center and the motion for the money to move the equipment.

David Delage offered a substitute motion to Mrs. Fisk's motion. It was moved by David Delage, seconded, that the Town appropriate the sum of \$30,000 to defray one-third of the \$90,000 cost required to purchase new console equipment for the Dispatch Center. Further, that a committee of two members each of the Board of Selectmen and the Budget Committee be appointed on the type of equipment to be purchased and to advise on the award of contract. Louis Hudon challenged the Moderator for allowing this substitute motion, as he did not think it was proper with the defeat of the article for the equipment purchase the previous night. The Moderator asked for a vote of the Meeting, and the Meeting voted to uphold the Moderator's decision to accept the substitute motion.

Mr. Delage said that when he had spoken against the purchase of the equipment at last night's session, he was stating the Budget Committee position. He agreed that the proposals for new equipment had not been well presented, but he personally feels that we should not move the old equipment. If we don't authorize the purchase of this equipment now, it will be another year before we can approve the purchase. Ms. Faulk said this motion would raise \$30,000 on this year's tax rate, rather than on a bond issue as was originally proposed in Article 5. Gerald Smith asked if this would be a capital expenditure. Ms. Faulk said it would go in the budget under New Equipment and would be part of the capital budget.

There was some discussion as to the integrity of the Town Meeting if this money were voted, as many of the voters present at last night's session were not in the hall tonight. Mr. Delage said that a majority of last night's voters had approved the equipment purchase; the question lost because it did not have a 2/3 vote required for the bond issue.

After some further discussion, the vote was taken on Mr. Delage's motion. The vote was: Yes 76, No 53. The motion to amend the budget by increasing the Dispatch Center budget by \$30,000 was passed.



Edward Durnall asked if the reduction in prices for petroleum products has been taken into account in the budget. Mr. McNitt said that if you go through the budget you will find that everywhere gasoline prices occur the figures have been reduced. Mr. McNitt said that was far as the shim, seal and paving material was concerned, Public Works Director David Walker has felt there would be no available saving because of the prices currently being offered.

Mr. Durnall pointed out that there were places in the budget where the prices were higher than last year. It was moved by Edward Durnall, seconded, that the budget be reduced by \$15,000 to reflect the drop in the cost of petroleum in 1986. Mr. McNitt said the numbers being quoted are from the expended column for 1985. One of the problems this year is the lack of figures available for expenditures. He said we would be on much firmer ground to use the requested figures for 1986. The vote was taken on Mr. Durnall's amendment, and the vote was: Yes 58, No 71. The motion was defeated.

William Cole asked about the difference between \$30,000 and \$76,000 as requested by the Selectmen and the Budget Committee respectively for the reconstruction of the Town books, and was there any insurance for culpability for the problems.

Patricia Fisk said the Selectmen support the Budget Committee figure of \$76,000. The \$30,000 originally put in the budget was a preliminary figure. Mrs. Fisk said she could not speak to the insurance issue at this time. Ms. Faulk said a firm will be hired to reconstruct the accounts for 1984 and 1985. The Budget Committee took the initial request of \$30,000 from the Selectmen and looked at what a team of accountants coming into the Town Office would cost, including incidental costs, and felt that the total would be in the area of \$76,000.

Maryanna Hatch asked how the Charter Commission would be funded. Owen Durgin said it would be funded by the Selectmen's budget. Joseph Fleming asked how the voters can be sure that the same situation concerning the Town's accounts won't happen again. Anne Goodman said the accounts are being kept manually, and the Selectmen are working with the Computer Center to work out the computer problems. When the computer problems have been corrected, then a manual and a computer system will be run this year.

It was moved by Margaret Faulk, seconded, to approve the budget as amended in the amount of \$3,834,197.33, with \$1,523,491.77 to be raised by taxes. The article was adopted.

Article 12. It was moved by Mary Campbell, seconded, that the Town implement the provisions of RSA 261:157-a to adopt an ordinance waiving the motor vehicle registration fee for former prisoners of war. This ordinance to waive the fee to be charged for a permit to register one (1) motor vehicle owned by any person who was captured and incarcerated for thirty (30) days or more while serving in a qualifying war or armed conflict as defined in RSA 72:28, IV, and who was honorably discharged, provided the person has provided the Town Clerk with satisfactory proof of these circumstances. This ordinance to become effective upon adoption. Mrs. Campbell said only one person in Town fits this category, so the amount of money involved in permit fees is minimal. Mrs. Campbell said the law requires the Town Meeting to approve the ordinance. The vote was taken, and the motion was adopted.

Article 13. It was moved by Anne Goodman, seconded, that the Town authorize the Selectmen to deed a parcel of land 14' x 165' along Ballard Street to Jesse P. Gangwer in exchange for a parcel of land 150' x 150' and the use of a 30' right-of-way, said parcel of land located on Beech Hill Road in Durham and owned by Jesse P. Gangwer. Mrs. Goodman said this exchange was negotiated with Mr. Gangwer because of the Data General project. It





# TOWN OF DURHAM, NEW HAMPSHIRE INFORMATION SHEET

The following information is made available to aid all residents of the Town of Durham:

## EMERGENCY TELEPHONE NUMBERS

POLICE DEPARTMENT: 868- 1212 Business Line: 868-2324  
FIRE AND AMBULANCE CALLS: (Dispatch Center) 862-1212  
DURHAM AMBULANCE CORPS: (Business calls only) 862-3674  
WATER & SEWER LINE BREAKS: Call Town Office 868-5571  
(After 5:00 P.M.: 868-2324)  
SQUAMSCOTT HOME HEALTH: 742-7921

## TOWN OFFICE FUNCTIONS

TOWN OFFICE HOURS: Monday through Friday: 8:00 A.M. - 5:00 P.M.

Car Registration: Registration in month of birth. Resident Tax for current and prior year must be paid.

Car Inspection: Car must be inspected within ten (10) days of first registration in New Hampshire. After that inspection is done in the registrant's birth month until the car is six years old, at which time semi-annual inspection is required.

Driver's License: Applications available at Town Clerk's Office.  
Resident Tax must be paid.

Dog Registration: Due May 1st.

Fees:	Neutered Male/Spayed Female	\$3.50
	Unneutered Male/Unspayed Female	\$6.00

Resident Tax: \$10.00 per resident, ages 18 to 65.  
Due December 1st or at time of car registration.

Property Taxes: Due December 1st or thirty (30) days after date of issuance.

Water and Sewer Billings: Issued every six (6) months.

Property Tax Exemptions: A permanent application for the following exemptions must be filed with the Town prior to April 15 in the year of initial application.

VETERANS SERVICE EXEMPTION  
BLIND EXEMPTION  
ELDERLY EXEMPTION

SOLAR ENERGY SYSTEM EXEMPTION  
CURRENT USE EXEMPTION

Cemetery Information: Contact Trustees of Trust Funds, 868-5571

Voter Registration: New voters can register with the Supervisor of the Checklist or the Town Clerk. Proof of age and citizenship are required.



# TOWN OF DURHAM, NEW HAMPSHIRE INFORMATION SHEET

## Page Two

### IMPORTANT MEETINGS

TOWN MEETING: 2nd Tuesday in March.

Board of Selectmen: Every Monday, 7:00 P.M., Town Office.

Planning Board: First and third Wednesday, 7:30 P.M., Town Office.

Other Town committees meet as necessary.

NOTICE OF MEETINGS are posted in the Town Clerk's Office and on the Bulletin Board outside the Town Office.

PUBLIC HEARING NOTICES are posted in the Town Clerk's Office and on the bulletin board outside the Town Office; also posted on a public bulletin board in the downtown area.

### MISCELLANEOUS

Solid Waste Disposal Site: Located on Durham Point Road  
Hours of Operation:  
Monday, Wednesday and Saturday  
7:00 A.M. - 3:30 P.M.

Building Permits: Obtained at Durham Town Office.

Garage Sale Permits: Obtained at Durham Town Office.  
Application must be made two weeks prior to sale,  
and only two sales per year are permitted.

NOTE: The Town Office would appreciate being notified of any change of address of Durham residents, to facilitate Town business.



## ACKNOWLEDGEMENT

The Selectmen express their appreciation to all contributors to this report, to members of the Town Office Staff who aided in its preparation, and especially to Alma Tirrell, without whose very capable assistance the report would not be available.

### Photographs:

Courtesy of The Transcript  
and the Durham Children's Library.

A special note of thanks to L. Franklin Heald, who reproduced the front cover of the report, and to Bob Bradley, who submitted the photograph of the Data General facility. We also thank Mr. Heald for his many other photographs used in the report.

